



**Agenda**      **Regular Meeting of the Santa Fe  
MPO Transportation Policy  
Board**  
**May 28, 2026 at 5:00 PM**  
**Monica Roybal Center**  
**737 Agua Fria Street, Santa Fe**

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**Procedures for Santa Fe MPO Transportation Policy Board Meeting**

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes
  - a. Approval of Santa Fe MPO TPB Minutes 03/26/26
5. Presentations
6. Action Items
  - a. Adopt: FFY 2024-2029 Formal TIP Amendment 11 via Self-Certification
  
  - b. Adopt Draft FFY2027-2028 Unified Planning Work Program via Self-Certification
  
  - c. Certificate of Recognition: Joshua Langwell – 2026 Monte del Sol Mentorship
7. Discussion Items
  - a. Agency Project Updates
8. Matters from Staff
9. Matters from the Committee
10. Matters from the Chair
11. Next Meeting:

12. Adjourn

Persons with disabilities in need of accommodations, contact the City Clerk's office at 955-6521, five (5) working days prior to meeting date.



## MPO SELF-CERTIFICATION

### Amendment 11 to the FFY 2024-2029 TIP Approved on May 28th, 2026 by the Santa Fe MPO Transportation Policy Board

In accordance with 23 U.S.C. 450.334, the New Mexico Department of Transportation (NMDOT), and the Santa Fe Metropolitan Planning Organization (SF MPO) for the Santa Fe urbanized area hereby certify that the transportation planning process, specifically Transportation Improvement Program (TIP) Amendment meets the Performance-Based Planning and Programming (PBPP) requirements established in 23 CFR 450.326(d), 49 CFR 625, and 49 CFR 630. The projects selected in the FFY 2024 – 2029 Transportation Improvement Program (TIP) were developed from the priorities outlined in the NMDOT Asset Management Plan, the New Mexico Strategic Highway Safety Plan, and the New Mexico Freight Plan; and from the priorities outlined in the Santa Fe Trails Transit Asset Management Plan, and the Santa Fe MPO 2020-2045 Metropolitan Transportation Plan and its formally adopted Master Plans.

The programmed projects included in this Amendment 11 to the TIP support the adopted Performance Targets of the Santa Fe MPO for Performance Measure 1 (Safety), Performance Measure 2 (State of Good Repair), Performance Measure 3 (System Performance), and Transit Asset Management. The TIP and each formal amendment were developed, reviewed and processed by the Santa Fe MPO in accordance with the Santa Fe MPO Public Participation Plan and the Santa Fe MPO Title VI Plan. The Santa Fe MPO also certifies that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) The fiscal constraint required in 23 C.F.R. 450;
- (2) 49 U.S.C. 5323(1), 23 U.S.C. 135, and 23 U.S.C. 450.220;
- (3) Title VI of the Civil Rights Act of 1964 and the Title VI assurance executed by each State under 23 U.S.C. 324 and 29 U.S.C. 794;
- (4) Section 1101(b) of the Transportation Equity Act for the 21st Century (Pub. L. 105-178) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning projects (Sec. 105(f), Pub. L. 97-424, 96 Stat. 2100; 49 CFR, Subtitle A, Part 26);
- (5) The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and U. S. DOT implementing regulation;
- (6) The provision of 49 U.S.C. Part 20 regarding restrictions on influencing certain activities; and
- (7) Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d)).

The projects and revisions that were part of the amendment are as follow:

PROPOSED PROJECTS TO BE AMENDED:

TIP ID	Agency	DOC	Project Title	Type	Change
S100810	Santa Fe Public Schools	24-11	Safe Routes to School	Bike/Ped	Awarded an additional \$68,711 in state Safe Routes to School funding
S100870	Santa Fe County	24-11	Santa Fe County Rail Trail Segment #7	Bike/Ped	TAP Grant Cancellation of \$500,000 award due to sufficient local funds being available.
S100440	NMDOT	24-11	NM 466 (St. Michaels)	Bridge	Adding ~\$13 million in construction funds to match the bond amount.
S100720	NMDOT	24-11	Rail crossing improvement on US285	Rail	Adding \$608,159 in construction funding.

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Chair- Santa Fe MPO TPB

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Date



# Santa Fe Metropolitan Planning Organization



**FFY 2027 & FFY 2028**

**FINAL SANTA FE MPO UNIFIED  
PLANNING WORK PROGRAM**

**October 1<sup>st</sup>, 2026 – September 30<sup>th</sup>, 2028**

Approved by the SFMPO Transportation Policy Board – 06/27/26

P. O. Box 909 Santa Fe, NM 87504-0909 / Office: 737 Agua Fria Street, Santa Fe, NM 87501  
(505) 955-6614 or (505) 955-6664    [www.santafemppo.org](http://www.santafemppo.org)

## **Santa Fe MPO Transportation Policy Board**

### City of Santa Fe

Mayor Michael Garica  
Councilor Alma Castro  
Councilor Pat Feghali  
*Alternate:* Liz Barrett

### Santa Fe County

Commissioner Lisa Cacari-Stone  
Commissioner Justin S. Greene  
Commissioner Adam Fulton-Johnson  
*Alternate:* Commissioner Camilla Bustamante

### Pueblo of Tesuque

Governor Louie Hena  
*Alternate:* Larry Samuel, Tribal  
Historic Preservation Office

### NM Department of Transportation

Rhonda Lopez  
*Alternate:* Javier Martinez

## **Santa Fe MPO Technical Coordinating Committee**

Andrew J. Baca, Santa Fe Trails, Director of Operations and Maintenance  
*Alternate:* Gabrielle Chavez, Santa Fe Trails, Transit Director of Administration  
Javier Martinez, Assistant District Engineer, NMDOT District 5  
Romella Glorioso-Moss, City of Santa Fe, Public Works Project Manager  
Jacqueline Beam, Santa Fe County Sustainability Manager  
*Alternate:* Erica Renaud, City of Santa Fe Sustainability  
Coordinator  
Karmela Espinoza, Santa Fe County Public Works  
Department  
*Alternate:* Brian Snyder, Santa Fe County Public Works Director  
Marvelous Echeng, Santa Fe County Transportation Planner  
Brett Clavio, Santa Fe County Transportation Planner, Growth Man. Dept. Nicholas A.  
Sofoul, Executive Director, North Central RTD  
*Alternate:* Bryce Gibson, North Central RTD  
Robert Frenier, Pueblo of Tesuque  
Carly Venditti, City of Santa Fe, Mid-Town Campus MRA

## **Santa Fe MPO Advisory Members**

Salvador Portillo, Federal Highway  
Administration Rosa Kozub, NMDOT  
Delilah Garcia, Transit/Rail, NMDOT

## **Santa Fe MPO Staff**

Erick Aune, MPO Officer  
Leah Yngve, MPO Senior Transportation Planner  
Carrie Tremblatt, MPO Senior Transportation Planner

*The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit*

*Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S.*

*Department of Transportation. Santa Fe Metropolitan Planning Organization fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information, or to obtain a Title VI Complaint Form, please contact the SANTA FE MPO Office at 505-955-6614. The Santa Fe MPO does not discriminate on the basis of race, color, national origin, sex, religion, age or Disability in the provision of services. This document can be made available in alternative formats by calling the Santa Fe MPO Office at 955-6614 or 955-6664.*

# Santa Fe MPO UPWP FFY2027 & FFY2028

## Table of Contents

**ADOPTION RECORD AND AMENDMENTS ..... 2**

[This table will be used throughout the timeframe of the FFYs 2027 & 2028 UPWP to track and describe amendments to the document]

**INTRODUCTION ..... 3**

- Purpose..... 5
- Planning Priorities and Challenges ..... 5
- UPWP Development Process and Opportunities for Public Input ..... 7
- Santa Fe MPO Composition ..... 7
- Funding Sources..... 9

**WORK PROGRAM TASKS\* .....10**

- 1 – PROGRAM MANAGEMENT, PROFESSIONAL DEVELOPMENT, PUBLIC PARTICIPATION AND UNIFIED PLANNING WORK PROGRAM (UPWP) ..... 10
- 2 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP) ..... 14
- 3 – DATA COLLECTION/ANALYSIS: TRAFFIC, CRASH, TRAVEL DEMAND AND RELATED ACTIVITIES..... 15
- 4 – TRANSPORTATION PLANNING ..... 16
  - ✓ Multi-Modal and Active Transportation Planning ..... 16
  - ✓ Participation in MPO Member Plans, Studies and Projects ..... 20
  - ✓ Metropolitan Transportation Plan ..... 20

**APPENDICES**

- 1.1 BUDGET SOURCES..... 23
- 1.2 BUDGET SUMMARY BY TASK ..... 24
- 1.3 MPO PLANNING AREA BOUNDARY MAP ..... 25

**\*[FTA Code] - Federal Transit Administration uses specific codes to identify MPO planning activities (49 U.S.C. 5303). Each listed task has the corresponding FTA code.**

**ADOPTION RECORD AND AMENDMENTS TO THE FFYs 2027 & 2028 UPWP**

FFY/ Quarter	Amendment Type		Action/Amendment (brief description including any changes to the budget. Include a separate copy of budgetary changes if necessary)	FHWA/ NMDOT approval date	Policy Board approval date
	Admin	Formal			
2026 Q3			SFMPO Transportation Policy Board (TPB) approves FFYs 2027- 2028 UPWP.		06/27/26

# ***FFY 2027 & FFY 2028 Unified Planning Work Program***

## ***INTRODUCTION***

The Santa Fe Metropolitan Planning Organization (MPO) has the responsibility to conduct a transportation planning process for the Santa Fe Metropolitan Planning Area. The MPO's member agencies include the City of Santa Fe, Santa Fe County, the Pueblo of Tesuque and the New Mexico Department of Transportation (NMDOT).

The Unified Planning Work Program ("UPWP") is structured to focus financial planning resources and staff where they will be most effective in responding to significant local and regional issues and resolving area-wide problems.

The UPWP continues to balance available resources, long and short-range planning and programming; special studies, public outreach and education, data gathering, analysis and dissemination, computer modeling, and program administration.

The Santa Fe MPO recognizes the transformative role of artificial intelligence and advanced data systems in transportation planning. This UPWP incorporates strategic investments in AI technologies to improve operational efficiency, enhance data-driven decision-making, expand public engagement, and modernize modeling capabilities in alignment with federal performance-based planning requirements and emerging best practices.

In November 15, 2021, President Biden signed the Infrastructure Investment and Jobs Act (IIJA) (Public Law 117-58, also known as the "Bipartisan Infrastructure Law") into Law. The Bipartisan infrastructure Law is the largest long-term investment in our infrastructure and economy in our Nation's history. It provides \$550 billion over fiscal years 2022 through 2028 in new Federal investment in infrastructure including roads, bridges, and mass transit, water infrastructure, resilience, and broadband. It has a strong emphasis on measuring performance in the transportation planning process through demonstrated progress towards achieving goals and objectives of metropolitan transportation plans.

Bipartisan Infrastructure Law (BIL) continues the planning factors identified by the previous transportation bill, Fixing America's Surface Transportation Act (FAST Act). The planning factors as stated in the BIL are:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of

life, and promote consistency between transportation improvements and State and local planned growth, housing, and economic development patterns;

- Enhance the integration and connectivity of the transportation system, across and between modes for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system;

- Improve resiliency and reliability of the transportation and system and reduce or mitigate storm water impacts of surface transportation; and
- Enhance travel and tourism.

New policy elements in the law include the following:

**Metro planning (Sec. 11201, page 222)**

- When designating officials or representatives, for the first time, the MPO shall consider the equitable and proportional representation of the population in the metro planning area.
- “Existing metropolitan planning area” is replaced with “existing” or “the area.”
- The BIL allows MPOs to use social media and other web-based tools to encourage public participation in the transportation planning process. [§ 11201(a)(3); 23 U.S.C. 134(i)(6)(D)]
- Housing – the bill includes several policy changes to better coordinate transportation planning with housing, including as a planning factor in the scope of planning, as part of optional scenario planning, and for TMAs the transportation planning process may address the integration of housing, transportation, and economic development strategies and may develop a housing coordination plan that includes projects and strategies that may be considered in the metropolitan transportation plan of the metropolitan planning organization.

The Santa Fe MPO was created in 1982 as the federally designated transportation planning entity for the Santa Fe Urban Area. The Census Bureau delineates geographic areas as urban or rural based on population density and land uses. Urban and rural area populations and designations are updated after each decennial census. At the 2010 Census, the Santa Fe Urban Area population was 89,284. Federal funding for an MPO is based on its Urban Area population. The MPO Planning Area extends beyond the Urban Area to include nearby urban clusters and those areas expected to become urbanized over the next 20 years. Its current boundary was set in 2009 and has a population of 116,386 [2010 Census]. (For boundary map please see APPENDIX 1.3)

Communities and agencies within the MPO Planning Area are eligible to receive federal transportation funds when the MPO meets all requirements under Title 23 U.S.C. (for highway funding) and Title 49 U.S.C. (for public transportation funding).

The MPO is required to develop a long-range Metropolitan Transportation Plan (MTP) that reflects the public vision for a safe, accessible, and efficient multi-modal transportation system. It includes goals and objectives as well as performance measures to show progress towards their achievement. The UPWP identifies the strategies and activities to guide MPO staff toward implementation of the MTP 2020-2045. It is also designed to provide baseline data to enable development of performance measures for future updates of the MTP. The UPWP FFY 2027 & FFY 2028 is a two-year program with an authorized budget allocated to these tasks and development of listed products. The MPO, working in partnership with the New Mexico Department of Transportation (NMDOT), will accomplish its tasks in accordance with federal government regulations and review by the Federal Highways Administration and the Federal Transit Administration.

## **PURPOSE**

The federal definition of a Unified Planning Work Program (UPWP) is *“a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.”* (23CFR450.104)

This UPWP covers a two-year period from October 1, 2026 through September 30, 2028. It includes definitions of activities and associated work products; who performs the work, budget sources; distribution of funding to tasks; and a timeline of major activities and milestones. The following section addresses planning priorities and challenges of developing a balanced and effective work program within a limited timeframe and with limited staff.

## **PLANNING PRIORITIES AND CHALLENGES**

The planning priorities of the UPWP follow the goals and objectives stated in the Metropolitan Transportation Plan 2025-2050. The planning activities and work products are derived from the 2025-2050 MTP. <http://santafemppo.org/mtp/>

The MTP goals include:

- Safety – A safe and secure transportation system for motorized and non-motorized users.
- Public Health – A transportation system that supports healthy lifestyles.
- Social Equity – Equitable investments in transportation that enable quality of life for all residents.
- System Preservation – A well maintained transportation system.
- Multimodal Mobility and Accessibility – An accessible, connected, and integrated transportation system
- Congestion Relief and System Operations – An efficient and reliable transportation system poised to leverage emerging technologies.
- Economic and Community Vitality – A transportation system that supports economic and community vitality.
- Environmental Stewardship – A transportation system that protects and enhances the natural, cultural, and built environment and mitigates climate change.
- Partnership and Regional Funding – Regional collaboration in transportation planning, funding, and implementation.

The UPWP emphasizes **planning priorities** for:

- Supporting investments and planning strategies and programs that emphasize the reduction of carbon emissions with a goal of mitigating climate change and its impacts.
- Supporting planning strategies and programs that emphasize the importance of how transportation investments benefit all members of the community

equitably as well as ensuring vulnerable and disadvantaged members of the community are not impacted unequally.

- Implementation of the 2019 **Bicycle Master Plan** using an innovative interactive mapping tool to track progress on the Multi-Use urban trail system.
- Implementation of the Santa Fe Metropolitan **Pedestrian Master Plan** guiding transportation network improvements for safety and accessibility and to encourage walking as ‘active’ transportation.
- Implementation of the Santa Fe Metropolitan **Public Transit Master Plan** increasing awareness and usage of our regional transit services.
  - Incorporating safety and public health objectives into planning efforts to promote more “complete streets” within the Metropolitan Planning Area.

The activities of the UPWP are divided into four tasks:

1. **The Program Management, Professional Development, Public Participation and Unified Planning Work Program** task includes administration of the MPO in compliance with federal regulations. The focus will be on implementing the strategies found in the 2020 Metropolitan Transportation Plan, executing new two-year grant cooperative agreements for the MPO’s section 112 and section 5303 funds, expanding technical capacity through professional development for staff and continue to restructure administrative elements of the MPO to enhance proficiency, public access and implementation.
2. The **Transportation Improvement Program** task details the respective MPO agency’s intent to construct or implement a specific project and the anticipated flow (obligation) of federal funds and matching state or local contributions.
3. The **Data Collection/Analysis: Traffic, Crash, Travel Demand and Related Activities** task focuses on maintaining the travel demand model, administering traffic data collection quality and its presentation and public accessibility. Crash data collection and analysis is focused on providing information to member agencies to improve all areas of safety involving the transportation network.
4. The **Transportation Planning** task focuses on implementing the 2020-2045 Metropolitan Transportation Plan and Master Plans. This includes multimodal and active transportation planning. Activities promote safety and “complete streets” principles by implementation, participation and review of MPO member agency plans, studies and projects. Improving public health by encouraging active transportation through planning initiatives and collaboration with public and community health agencies. Other major activities include supporting community education and awareness about bicycle safety by taking a leadership role in the planning of the annual Santa Fe Bike Month events and working with the City regarding a comprehensive multimodal transition plan that includes a 5-10 year service plan for the Santa Fe Trails transit system and with City and County staff to develop strategies toward reducing vehicle related Green House Gas emissions.

The current estimated budget is based on anticipated funding through the FFY2027 and FFY2028 allocations for New Mexico under the IIJA Bill through FHWA and FTA planning grant programs. The budget will be adjusted as Work Authorizations/Notices to Proceed are received.

**SANTA FE UPWP DEVELOPMENT PROCESS AND OPPORTUNITIES FOR PUBLIC INPUT**

MPO Staff develops the work program and budget to each upcoming period in accordance with the following schedule. (Dates may vary as long as the NMDOT has sufficient time to submit for review to FHWA/FTA prior to the beginning of FFY27.)

April 30 <sup>th</sup>	1str Draft of UPWP to NMDOT Multimodal Planning & Program Bureau (NMDOT MMPB), NMDOT Transit Bureau (NMDOT TB) RoadRUNNER Transit and SCRTD.
April 30 <sup>th</sup>	Proposed UPWP is posted online for Public Review and Comment. Begin 30-day public comment period.
May 31 <sup>st</sup>	MPO & NMDOT MPPB and NMDOT TB meeting on Draft UPWP
June 1 <sup>st</sup> – June 15 <sup>th</sup>	MPO Staff revise proposed UPWP as necessary
Mid-June	MPO TCC recommends to the MPO Policy Board who votes on approving the UPWP to NMDOT MPPB and NMDOT TB
July 1st	MPO submits approved UPWP to NMDOT MPPB & NMDOT TB
Aug. 1 <sup>th</sup>	NMDOT MPPB submit final UPWPs to FHWA NM and FTA Region VI

**SANTA FE MPO MANAGEMENT COMPOSITION**

**Transportation Policy Board (TPB)**

The TPB has four member agencies: The City of Santa Fe, Santa Fe County, Pueblo of Tesuque, and the New Mexico Department of Transportation. As a multi-jurisdictional entity, the MPO addresses transportation systems and improvements as it relates to growth management and land use planning issues within the MPO Planning Area. Traffic and transportation system challenges often cross jurisdictional boundaries; therefore, the need exists for intergovernmental cooperation. The planning process is intended to be integrated with existing individual government processes and supports established policies and plans that ensure proper coordination among agencies and stakeholders. Representatives from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) are non-voting members and participate in an advisory capacity.

**Technical Coordinating Committee**

The Technical Coordinating Committee (TCC) serves in an advisory capacity to the

Transportation Policy Board, with representation from the City and Santa Fe County Public Works and Planning/Land Use Departments; MPO Planning Area transit operators: Santa Fe Trails and the North Central Regional Transit District; Intergovernmental Environmental, Energy, and Sustainability Planning; the Pueblo of Tesuque; and the New Mexico Department of Transportation. The main functions of TCC are to ensure coordination among agencies and to develop policy and project recommendations for the MPO Transportation Policy Board.

### **MPO Staff**

MPO Staff currently includes the MPO Director, and two MPO Senior Transportation Planners. Administrative support is provided by the City of Santa Fe Land Use and Planning Department and the Finance Department. The City of Santa Fe acts as the fiscal and administrative agent and MPO staff are city employees. The City is responsible for the operational functions, pursuant to requirements outlined within 23 CFR Part 450 Subpart C and 49 CFR Part 613 Subpart A. MPO Staff work activities are defined by the UPWP. Tasks related to federal requirements include:

1. Develop a Unified Planning Work Program (UPWP), which itemizes all transportation planning activities and includes a budget with identified revenue sources that allocates planning funds to the listed activities.
2. Develop and amend a financially constrained six-year Transportation Improvement Program (TIP) for the MPO Planning Area.
3. Organize meetings and develop agendas for the MPO Technical Coordinating Committee and Transportation Policy Board.
4. Maintain the MPO Intelligent Transportation Systems (ITS) architecture plan.
5. Coordinate with NMDOT and FHWA planning staff.
6. Document compliance with FAST Act requirements and the federal self-certification process.

### **NMDOT Planning Liaison**

NMDOT assigns a staff planning liaison to work with the MPO and local governments. Primary duties of the Planning Liaison are:

1. To serve as a liaison to the Transportation Policy Board, TCC, and MPO staff.
2. To provide technical assistance for the development and implementation of the Transportation Improvement Program and other MPO work products.
3. To monitor work progress, contracting and billing procedures and coordinate refinements with MPO staff.
4. To assist in program management through the maintenance of current records of expenditures, the reimbursement of funds, the relaying of information, and the channeling of direction from FHWA, FTA, and NMDOT.

### **Northern Pueblo Regional Transportation Planning Organization**

The Northern Pueblos Regional Transportation Planning Organization is a transportation planning organization for Rio Arriba County, Taos County, Los Alamos County and Santa Fe County. The NPRTPO membership includes staff from cities and the four counties, the pueblos

of Tesuque, Picuris, Santa Clara, San Ildefonso, Nambe, Pojoaque, Taos, Ohkay Owingeh, the Jicarilla Apache Nation, and the NMDOT. The NPRTPO elicits projects for multimodal transportation and enhancement improvements from its members and recommends them for inclusion into the 2-year Statewide Transportation Improvement Program (STIP). The North Central New Mexico Economic Development District (NCNMEDD) is the fiscal agent for the NPRTPO. The MPO and RTPO will have direct communication to coordinate transportation planning activities on projects that impact both organizations.

## **FUNDING SOURCES**

The program areas in the FFYs 2027 and 2028 UPWP are funded from federal, state and local sources. Federal planning funds are provided through the FHWA (Section 112- Planning (PL) funds) and the FTA (Section 5303 funds and when available via requests, 5304 funds). NMDOT administered Special Planning Research (SPR) funds may also be available for specific activities or initiatives.

Specific funding sources are presented for each UPWP program area. The funding amounts shown may be amended as necessary to reflect modifications to a program's scope of work and changes in funding availability. (See APPENDIX: 1.1 Budget Sources)

# 1 – PROGRAM MANAGEMENT, PROFESSIONAL DEVELOPMENT, PUBLIC PARTICIPATION AND UNIFIED PLANNING WORK PROGRAM (UPWP)

[FTA code 44.21.00]

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
4160	\$291,200	\$45,000	\$35,000	\$371,200

## **Task 1 – Objectives and ✓ Staff Activities:**

1. ***Modernize MPO administrative and reporting functions through the strategic adoption of AI and data-driven technologies to improve efficiency, accuracy, and compliance.***
  - ✓ Invest in advanced digital and artificial intelligence (AI) technologies to improve organizational efficiency, transparency, and performance. This includes the phased implementation of AI-assisted tools to automate routine administrative and compliance functions such as quarterly reporting, grant reimbursement processing, Annual Performance and Expenditure Reports (APER), and other federally mandated documentation.
  - ✓ Deploy AI-enabled workflow automation to improve accuracy, reduce processing time, and enhance staff capacity for higher-value planning activities.
  - ✓ Evaluate and implement secure AI platforms that support document management, regulatory compliance tracking, and internal knowledge management consistent with federal and state requirements.
  
2. ***Efficiently manage and operate the MPO in a manner consistent with all applicable federal laws and regulations, including the Joint Powers Agreement forming the MPO; Memorandum of Agreement (MOA) between NMDOT and MPO; and the Planning Procedures Manual. This includes coordination with the City of Santa Fe (fiscal agent for the MPO) for administrative and program support such as budget and financial management.***
  - ✓ Manage the day-to-day operation of the MPO.
  - ✓ Coordinate with the City of Santa Fe to receive annual authorized federal grant funding and to ensure local match requirement is met.
  - ✓ Develop and maintain an annual MPO budget with City of Santa Fe Finance Department. Ensure all required documents, reports, contracts, and records are maintained in electronic and paper format and are accessible online and in computer files.
  - ✓ Use the approved NMDOT Planning Procedures Manual (PPM) to comply with deadlines and requirements of the MPO Planning Process.
  - ✓ Ensure that all MPO documents, activities, and contracts comply with federal and state

- laws and regulations governing the transportation planning process.
  - ✓ Review Joint Powers Agreement and Bylaws annually and amend as necessary.
  - ✓ Assess staffing needs including hiring part or full time of additional planning staff or consultants as needed. Attend statewide quarterly meetings of MPOs to discuss common issues, transportation policy updates, and other information with federal and NMDOT planning staff.
  - ✓ Inform and educate Policy Board members about the MPO Planning Process and the importance of being engaged and active participants in the process.
  - ✓ Review Federal and State transportation laws, regulations, and guidance as needed. Staff Hours in this task also include non-work staff time (vacation, sick, etc.)
3. ***To ensure a professional level of planning staff and quality work products by improving technical capability and capacity through training and education. Improved networking with other professional transportation planners through attendance at conferences, workshops, and webinars, as well as through membership in professional organizations and social media networks.***
- ✓ Attend local, state, regional, and national conferences, trainings, events and web-based workshops relevant to the UPWP to enhance staff professional skills and knowledge. These may include: *Association of Metropolitan Planning Organizations (AMPO), Transportation Research Board, American Planning Association (APA), APA-NM, Institute of Transportation Engineers (ITE), Association of Pedestrian and Bicycle Professionals (APBP), ESRI User Conferences (GIS Support), American Public Health Association (APHA), Strong Towns National Gathering, National Travel Monitoring Exposition and Conference (NaTMEC), Walk/Bike/Places, National MainStreet Conference, MS2 Traffic Count Training and E-STIP Training and other related regional and national organizations.*
  - ✓ Support staff (and MPO) membership in transportation planning organizations (e.g. ITE, APA, AMPO, APBP, APHA etc.) and social network media (e.g. LinkedIn, Facebook, etc.) to improve professional networking
  - ✓ Support staff to obtain and maintain professional planning accreditation (e.g. PTP, AICP, CTP, etc.)
  - ✓ Host training webinars on transportation related and UPWP specified issues, initiatives and tasks.
  - ✓ Review pertinent contemporary studies, reports and literature in order to remain up to date with transportation and planning ideas.
4. ***Proactively reach out to and engage the public in all MPO projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act; the MPO Public Participation Plan (PPP) and Title VI Plan; the MPO Bylaws; and applicable federal laws and regulations. Develop an annual meeting schedule of MPO Technical Coordinating Committee and Transportation Policy Board meetings. The MPO will continue to maintain a website and utilize other social media outlets to maximize public outreach.***
- ✓ Timely distribution of public meeting notices and other publications as outlined in the

Public Participation Plan.

- ✓ Update and maintain the MPO website: ([www.santafemppo.org](http://www.santafemppo.org)) to continue making MPO materials more accessible to and functional for other professionals as well as the public.
  - ✓ Develop and deploy an AI-enhanced public engagement platform that enables continuous public input beyond traditional meetings. This system will categorize and synthesize community feedback into themes aligned with MPO Metropolitan Transportation Plan (MTP) goals, improving responsiveness, inclusivity, and data-driven decision-making.
  - ✓ Utilize AI tools to analyze public comments, survey responses, and engagement data to identify trends, equity considerations, and priority issues across the MPO Planning Area.
  - ✓ Develop and distribute an annual approved meetings schedule of MPO Technical Coordinating Committee and Transportation Policy Board meetings.
  - ✓ Utilize social media outlets (Facebook, Twitter, etc.) for dissemination of MPO notices and products and gathering public input.
  - ✓ Develop and distribute an electronic newsletter
  - ✓ Review the MPO Public Participation Plan and update as needed.
  - ✓ Provide staff support to the TCC and TPB, including developing and distributing meeting agendas and minutes at least one week prior to all public meetings.
  - ✓ Provide information, guidance and regular updates on state and federal laws affecting the planning process to the TCC, TPB, and members of the general public.
  - ✓ Post all draft and approved MPO documents to the MPO website.
  - ✓ Respond to public inquiries by phone, email, or letter in a timely manner.
  - ✓ Conduct public presentations and be present at local and regional events to inform local and regional advocacy groups, transportation professionals, and public officials about statewide and interregional transportation planning efforts, funding issues, or innovative programs.
  - ✓ Sponsor education and other relevant transportation trainings.
  - ✓ Maintain an email list of interested parties.
  - ✓ Conduct specific outreach to traditionally underserved, hard to reach, or environmental justice communities.
5. ***Develop, execute, and amend as needed, a biennial Unified Planning Work Program (UPWP) that reflects the recommendations and priorities of the Metropolitan Transportation Plan (MTP), as well as federal and state planning requirements. The document outlines all planning and administrative activities that will be undertaken by the MPO and includes all funding sources and cost allocation to the activities.***
- ✓ Prepare UPWP quarterly reports, invoices, and required documentation
  - ✓ Coordinate with the City of Santa Fe, fiscal agent for MPO, to verify expenditures of federal transportation planning program funds.
  - ✓ Submit reimbursement packet to NMDOT Planning Division according to the PPM guidelines.
  - ✓ Prepare UPWP Annual Performance and Expenditure Reports
  - ✓ Weekly MPO staff meetings to monitor progress of activities identified in the UPWP
  - ✓ Supervise and manage the work assignments of MPO staff to meet deadlines and

milestones established in this UPWP according to the approved PPM.

- ✓ Amend the current UPWP as needed and process amendments according to the Planning Procedures Manual.
- ✓ Develop the FFY 2027 & FFY 2028 UPWP for TPB approval and submission to NMDOT Planning Division for final review and approval.

#### **Task 1 - Related Expenses**

- Office equipment and supplies (including notepads and computers for staff, maintenance for plotter and printer, cartridges, paper, etc.)
- Travel and related expenses for attending and hosting MPO Quarterly meetings
- Newspaper ads for Policy Board meetings; TIP amendments, etc.
- Website maintenance fees
- Post agendas for TCC and TPB meetings at least one week prior to meeting dates
- Annual schedule of MPO committee meetings.
- Staff travel to out of State and in-State conferences
- Conference registration fees
- Membership fees for professional transportation planning organizations
- Webinar and Go-to-Meeting fees
- Meeting supplies such as print materials, snacks, and beverages

#### **Task 1 - Work Products Submitted According to Approved PPM Deadlines**

1. Attend statewide MPO Quarterly meetings.
2. Provide annual MPO Planning Process training for Policy Board members.
3. Quarterly Reports and Invoices with documentation (Reimbursement Packets).
4. Annual Performance and Expenditure Reports (APER).
5. MPO submit draft FFY 2029 & FFY 2030 UPWP to NMDOT staff for review by April 2028.
6. MPO MTP approve final draft FFY 2029 & FFY 20230 UPWP and submit to NMDOT by June 2028.
7. Amended FFYs 2027 & 2028 UPWP as needed.
8. Develop and Approve Annual Meeting Calendar each November.

## 2 – TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

[FTA code 44.25.00]

Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
260	\$12,480		\$2,500	\$14,980

**Task 2 – Objectives and Staff Activities:**

1. ***Develop and monitor a fiscally constrained, six-year program of transportation improvement projects that is consistent with the MTP 2025-2050, the NMDOT STIP/TIP Policies and Procedures, and all applicable federal laws and regulations, and facilitate multi-modalism.***
  - ✓ Manage the TIP for consistency with the NMDOT STIP/TIP Policies and Procedures. Work with MPO Technical Coordinating Committee, Transportation Policy Board members to prioritize projects, consistent with the MTP.
  - ✓ TIP development occurs every 4 years. The approved FFY2024-2029 TIP will prevail until 2027. The MPO shall follow formal and informal amendments in accordance with the NMDOT with the NMDOT STIP/TIP Policies and Procedures and Planning Procedure Manual.
  - ✓ Track progress of TIP projects and report status to TCC and TPB
  - ✓ Post all adopted TIP amendments on the MPO website.
  - ✓ Maintain a retrievable electronic archive of all current and expired TIP documents. Keep track of the status of obligated projects from previous TIPs.

**Task 2 - Work Products Submitted According to Approved PPM Deadlines**

- ✓ Amend current TIP as needed
- ✓ Prepare and submit Annual List of Obligated TIP Projects

## 3-DATA COLLECTION/ANALYSIS: TRAFFIC, CRASH, TRAVEL DEMAND AND RELATED ACTIVITIES

[FTA code 44.24.00]

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
1800	\$86,400	\$38,000	\$10,000	\$134,400

### **Task 3 – Objectives and Staff Activities:**

1. ***Develop an integrated, AI-enabled data management and analysis platform to enhance transportation system monitoring, scenario evaluation, and public accessibility of MPO data and planning products.***
  - ✓ Develop and implement a Large Language Model (LLM)-supported data platform to enable advanced analysis, synthesis, and interpretation of transportation data, including traffic, safety, multimodal usage, and demographic trends.
  - ✓ Create a public-facing, AI-powered query platform that provides intuitive access to MPO documents, including plans, resolutions, policies, datasets, and reports, improving transparency and usability for stakeholders and the public.
  - ✓ Integrate AI tools to support real-time or near real-time data visualization, reporting, and performance monitoring aligned with Metropolitan Transportation Plan (MTP) goals and federal performance-based planning requirements.
  - ✓ Establish data governance, security, and quality assurance protocols for AI-assisted data systems in coordination with NMDOT and federal guidance.
  
2. ***To conduct, or have conducted, bicycle and /or pedestrian volume counts within the MPO Planning Area to assist with the assessment of infrastructure investment for land use planning and impacts from local and regional transit and commuter rail service development. To collect pertinent data to assist with the improvement of the base year inputs for the travel demand forecast model as well as for validation of forecasts.***
  - ✓ Collect bike/ped volume count data as needed.
  - ✓ Maintain and update web-based platform to manage traffic data to assist with the calculation of annual growth rates and evaluation of traffic changes.
  - ✓ Investigate equipment and methods to collect bike/ped usage data.
  
3. ***Utilize the validated and calibrated base year model with a level of confidence for scenario testing and forecasting. The MPO Travel Demand forecast model compares a “no build” transportation network to a transportation network that includes investment options (infrastructure projects and service programs). Update the network coding and demographics for a revised Base Year model. Utilize the model to guide investment decisions in the Metropolitan Transportation Plan and the Transportation Improvement Program. Update the Transit and Rail components of the model.***
  - ✓ Utilize consulting services to provide technical support in maintaining the MPO

Travel Demand Model.

- ✓ Utilize consulting services to provide technical support to member agencies
  - ✓ Manage the model, including updating the Base Year Network to provide an accurate reflection of the road network for the selected base year.
  - ✓ Coordinate with NMDOT staff to ensure statewide model interface with MPO regarding construction projects, studies and plans including impact fee calculations.
  - ✓ Utilize an on call Professional Service Agreement with consultant (Eco Resource Management Systems, Inc.) or other consultant(s) to assist with technical support of the model where necessary.
5. ***Transition toward next-generation, AI-supported travel demand modeling that incorporates multimodal behavior, accessibility, and performance-based outcomes.***
- ✓ Investigate and procure, by FFY 2027, an AI-enhanced travel demand modeling platform that expands beyond traditional origin-destination vehicle modeling to include multimodal travel behavior such as walking, bicycling, e-bicycles, micromobility, and transit usage.
  - ✓ Develop modeling capabilities that focus on achieving performance targets and community goals (e.g., safety, mode share, emissions reduction, accessibility) rather than solely forecasting vehicle trips.
  - ✓ Coordinate with NMDOT and regional partners to ensure interoperability and consistency with statewide modeling efforts while advancing innovative modeling approaches.
6. ***Review the current status of the functional classification of the state's roadways within the planning area boundaries.***
7. ***Manage regional crash data updates and integration into transportation planning efforts and data platforms.***

**Task 3 - Related Expenses:**

- Maintain annual license agreement with MS2 to host website for public access to MPO traffic data
- Professional services to support additional data collection as needed, including elements of required performance measures for the 2025-2050 MTP and TIP process
- Eco Resource Management Systems (Robert Shull) TDM updates and inclusion Bike/Ped trips.
- Investment in AI-enabled data platforms, cloud-based storage, and analytics tools to support LLM-based query systems and advanced modeling capabilities.
- Licensing or development costs associated with AI-driven data management, visualization, and public access platforms.

**Task 3 - Work Products Submitted According to Approved PPM Deadlines**

- Maintain Annual MS2 Traffic Volume Platform Subscription

## 4 – TRANSPORTATION PLANNING

### ✓ Multi-Modal and Active Transportation Planning [FTA code 44.23.00]

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
2800	\$140,000	\$82,000	\$10,000	\$232,000

#### **Task 4.1 – Objectives and Staff Activities:**

1. ***Implement strategic elements of the 2019 updated Metropolitan Bicycle Master Plan and 2015 Pedestrian Master Plan. Expand on the work previously completed to identify and prioritize new bikeway connections and extensions and amend Bicycle Master Plan as necessary. Work with the City and County to ensure that appropriate bikeway connections and extensions and on-road facilities are incorporated into development plans. Sponsor and/or participate in events to promote bicycling as a viable and safe mode of transportation. Utilize consultant services or additional MPO member staff to assist with this task. Participate, promote, or sponsor events to encourage walking as a viable transportation option.***
  - ✓ Coordinate with MPO member agencies in implementing the MPO Bicycle Master Plan.
  - ✓ Update and re-print the Santa Fe Bikeways and Trails Map as needed and if funding is available.
  - ✓ Develop and implement a web-based bikeways mapping tool.
  - ✓ Work with City and County staff on incorporating bikeways into development plans.
  - ✓ Investigate a multimodal or complete streets level of service standard with bicycle and pedestrian considerations.
  - ✓ Sponsor and/or participate in the Santa Fe Bike Month and other events or programs that promote bicycling.
  - ✓ Investigate and distribute educational/promotional materials related to bicycling as a viable transportation option.
  - ✓ Develop educational and training materials that may be incorporated into existing local traffic and defensive driving related training.
  - ✓ Assist with the implementation of a Bike-Share program in Santa Fe.
  - ✓ Assist the City of Santa Fe with acquisition and placement of bike racks and continuation of the bike corral pilot project.
  - ✓ Assist the City of Santa Fe with the expansion of the Green Lane pilot project.
  - ✓ Facilitate implementation of the Metropolitan Pedestrian Master Plan objectives. Continue working with the NMDOT, City and County to identify deficiencies and prioritizing improvements in the existing pedestrian infrastructure.
  - ✓ Utilize findings and recommendations from other pedestrian infrastructure studies such as: the Santa Fe Trails Bus Stop Assessment and Connectivity Study and the

- City of Santa Fe PROW Transition Plan in identifying projects for the PMP
- ✓ Work with MPO member agency staff and consultants as needed in developing a prioritized project list and maintenance program for the PMP
- ✓ Identify and promote best practices in safer road crossing treatments for pedestrians.
- ✓ Implement strategies that promote walking and are designed to improve the walking environment within the MPO Metropolitan Planning Area
- ✓ Investigate and develop educational/promotional materials or events related to walking as a viable transportation option.
- ✓ Work with the Santa Fe Public Schools, City, and County to improve access and identify safe routes to schools within the MPO Planning Area.
- ✓ Conduct multigenerational walk audits

***2. Implement and consider updating the Public Transit Master Plan to facilitate and coordinate short term and long term planning efforts between transit service agencies within the MPO Planning Area. As the area continues to urbanize, there are limited opportunities to expand the road network to create the needed vehicle capacity to accommodate the Single Occupancy Vehicle.***

- ✓ Consult with the NMDOT Transit Bureau to update the Transit Asset Management performance targets as needed.
- ✓ Assist with the implementation of the recommended strategies and goals set forth in the Santa Fe Metropolitan Public Transit Master Plan by working with local service providers. Support short, mid and long-range planning efforts initiated by local service providers and seek alignment of goals and objectives when practical.
- ✓ Coordinate with transit and rail operators and relevant agencies for input and guidance. Investigate possible funding sources for transit and first/last mile connection improvements.
- ✓ Facilitate discussions between Santa Fe Trails, the City of Santa Fe, Santa Fe County, North Central Regional Transportation District (NCRTD), NMDOT Park and Ride, and NM Rail Runner Express to ensure sufficient capacity to meet the needs of MPO's newly emerging growth areas without compromising continuity of existing services.
- ✓ Provide planning and travel demand model assistance as necessary to facilitate coordination of local and regional transit with commuter rail service.
- ✓ Attend meetings where relevant, which address services of the Santa Fe Trails, NCRTD, NMDOT Park and Ride and NM Rail Runner Express.
- ✓ Participate in planning of multimodal transportation activities including, but not limited to, the commuter rail corridor, the City Railyard pertaining to transportation, the development of plans for a future downtown transit facility, the NM Park and Ride Transit services, and promotion of "Alternatives to SOV Travel" and "Dump the Pump" types of events.
- ✓ Support the coordinated efforts of existing cell phone and tablet apps that promote transit usage and seamless operations between transit

providers (e.g. real time bus arrival to specific stop point).

- ✓ Investigate or develop educational/promotional materials and participate in events related to transit and rail as a viable transportation option.
  - ✓ Implement relevant strategies, goals and objectives detailed in the Metropolitan Public Transit Master Plan.
  - ✓ Identify and review existing studies, data and information relevant to the public health and to the MPO Planning Area that may support access to and use of public transit.
  - ✓ Support the Regional Transit Coordinating Committee for purposes of collaborative implementation of all planning initiatives.
  - ✓ Identify and engage a consultant to create an educational video of a roadway safety transformation.
  - ✓ Coordinate events and promotional activities that encourage walking and bicycling.
  - ✓ Collaborate with City and County efforts to reduce vehicle related Green House Gas emissions
3. ***Continue to encourage project scoping that incorporates safety objectives for all roadway users including bicyclists and pedestrians.***
- ✓ Develop working relationships with local law enforcement agencies and seek out partnerships regarding community outreach, education, safety and general information dissemination.

**Task 4.1 - Related Expenses**

- Professional consulting services related to activities as listed.

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**Task 4.1 - Work Products Submitted According to Approved PPM Deadlines**

**Task 4.2 - Participation in MPO Member Plans, Projects and Studies [FTA code 44.24.00]**

<i>Staff Hours</i>	<i>Estimated Staff Costs</i>	<i>Consultant Services</i>	<i>Other Expenses</i>	<i>Estimated Total Costs</i>
2460	\$123,000	\$70,000	\$7,597	\$200,597

✓ **Task 4.2 – Objectives and Staff Activities:**

- ***Participate and assist with the planning and data gathering in coordination with the TCC and the relevant NMDOT, City or County agency coordinating studies whose outcome will have impacts on the Transportation Network. Participate with local governing, non-profit, business and citizens groups that strive to make the metro area a more walkable, bike friendly, and livable community. Coordination of these studies is critical in determining future project justification and funding priorities.***
  - Provide technical assistance and input for development review process for both City and County

- Participate in Project Management Teams for multimodal transition plans, transit service plans, corridor studies and, location, alignment, or transportation improvement projects and studies.
- Assist in development and/or implementation of statewide plans and studies including: State Rail Plan, Strategic Highway Safety Plan, the New Mexico 2045 Long Range Transportation Plan, New Mexico Bicycle Plan, etc.
- Assist member agencies in studies, plans and initiatives including technical support for Impact Fee report updates.
- Engage local groups that may assist with the goals and strategies detailed in the 2025-2050 MTP
- Coordinate with MPO Member Agencies to develop Highway Safety Improvement Plan (HSIP) eligible safety projects based on the findings of any safety studies, and roadway safety audits. Coordinate and participate as needed with MPO Member Agencies on other safety related planning or initiatives.
- Participate in HSIP application review as appropriate.

✓

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**Task 4.2 - Work Products Submitted According to Approved PPM Deadlines**

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Staff Hours	Estimated Staff Costs	Consultant Services	Other Expenses	Estimated Total Costs
400	\$20,000			\$20,000

**Task 4.3 – Objectives and Staff Activities:**

1. ***Support implementation of the 2025-2050 MTP and amend as needed following procedures outlined in the Public Participation Plan. Continue to coordinate with the implementation of the New Mexico Transportation Plan, especially in the arena of performance measures and adopted statewide targets detailed in the MTP and any additional federal requirements to implement a performance management program.***

- ✓ Facilitate amendments as necessary to the 2025-2050 MTP
- ✓ Work with NMDOT in the implementation of the New Mexico Transportation Plan Continue to consult with key stakeholders, such as Federal, State and local Agencies, Chamber of Commerce, Disability Groups, etc. to assist with the implementation of recommended strategies, programs and projects for the MPO Planning Area transportation network found in the 2025-2050 MTP
- ✓ Utilize where necessary the services of private consultants to assist with the implementation of the MTP.
- ✓ Capitalize on the MPO’s constructive relationships with existing local economic development and affordable housing agencies/organizations by supporting 2025-2050 MTP goals and strategies within the framework and context of the impacts to local economic development and affordable housing factors.
- ✓ Implement relevant strategies, goals and objectives detailed in the 2025-2050 MTP update and master plans that may advance the basic tenants of advantages of Travel Demand Management.
- ✓ MTP update to include provisions to meet Performance-Based Planning and Programming (PBPP) established in the 23 CFR 450.326(d) for MPOs. This includes TIP documentation on how the investment strategies, objectives, performance measures and targets reflected in the program of projects contribute to the achievement of performance targets. Update all applicable performance targets as required.
- ✓ Continue to work with all possible stakeholders within the MPO Planning Area that may provide a substantive role in the management of transportation demand.

**Task 4.3 Related Expenses:**

**Task 4.3 - Work Products Submitted According to Approved PPM Deadlines**

**APPENDIX 1.1: BUDGET SOURCES UPDATED 02/02/26**

<b>Santa Fe Metropolitan Planning Organization</b>					
<b>UPWP - Budget Summary</b>					
<b>FFYs 2027 and 2028</b>					
<b>Last Updated:</b> 04.28.26					
FFY2027	Federal Funds	Local Match	Complete Streets Set-Aside (No Match Required)	Total	Notes
FFY 2027 - Section 112	\$ 313,891	\$ 53,491	\$ 8,048	\$ 375,430	Based on FFY26 Actuals
FFY 2027 - Section 5303 FTA	\$ 86,527	\$ 21,632	\$ -	\$ 108,159	
<b>FFY27 TOTAL FUNDING</b>	<b>\$ 400,418</b>	<b>\$ 75,123</b>	<b>\$ 8,048</b>	<b>\$ 483,589</b>	
FFY2028	Federal Funds	Local Match	Complete Streets Set-Aside (No Match Required)	Total	Notes
FFY 2028 - Section 112	\$ 313,891	\$ 53,491	\$ 8,048	\$ 375,430	Based on FFY26 Actuals
FFY 2028 - Section 5303 FTA	\$ 86,527	\$ 21,632	\$ -	\$ 108,159	
<b>FFY28 TOTAL FUNDING</b>	<b>\$ 400,418</b>	<b>\$ 75,123</b>	<b>\$ 8,048</b>	<b>\$ 483,589</b>	
<b>FFY27/28 UPWP: TOTAL REVISED FUNDING</b>	<b>\$ 800,836</b>	<b>\$ 150,245</b>	<b>\$ 16,096</b>	<b>\$ 967,177</b>	

**APPENDIX 1.2: BUDGET SUMMARY BY TASK (Revised 04/28/26)**

<b>Santa Fe Metropolitan Planning Organization</b>				
<b>UPWP - Budget Detail</b>				
<b>FFYs 2027 and 2028</b>				
<b>Last Updated:</b> 04.28.26				
<b>1- PROGRAM MANAGEMENT, PROFESSIONAL DEVELOPMENT, PUBLIC PARTICIPATION AND UPWP</b>				
Sub-Task	FTA Codes	Category	Staff Hours	Budgeted Total
1 Program Support and Admin/UPWP/Public Participation	21	Staff Expense	4160	\$ 291,200
1 Program Support and Admin/UPWP/Public Participation	21	Consultant Services	n/a	\$ 45,000
1 Program Support and Admin/UPWP/Public Participation	21	Other Expenses	n/a	\$ 35,000
<b>Task 1 Subtotal:</b>				<b>\$ 371,200</b>
<b>2- TRANSPORTATION IMPROVEMENT PROGRAM</b>				
Sub-Task	FTA Codes	Category	Staff Hours	Budgeted Total
2 TIP Prep and Project Assistance	25	Staff Expense	260	\$ 12,480
2 TIP Prep and Project Assistance	25	Consultant Services	n/a	\$ -
2 TIP Prep and Project Assistance	25	Other Expenses	n/a	\$ 2,500
<b>Task 2 Subtotal:</b>				<b>\$ 14,980</b>
<b>3- DATA COLLECTION AND ANALYSIS ACTIVITIES</b>				
Sub-Task	FTA Codes	Category	Staff Hours	Budgeted Total
3 Traffic Count & Data Collection/Travel Demand	24	Staff Expense	1800	\$ 86,400
3 Traffic Count & Data Collection/Travel Demand	24	Consultant Services	n/a	\$ 38,000
3 Traffic Count & Data Collection/Travel Demand	24	Other Expenses	n/a	\$ 10,000
<b>Task 3 Subtotal:</b>				<b>\$ 134,400</b>
<b>4- TRANSPORTATION PLANNING</b>				
Sub-Task	FTA Codes	Category	Staff Hours	Budgeted Total
4.1 Multi-Modal and Active Transportation Planning	23	Staff Expense	3000	\$ 150,000
4.1 Multi-Modal and Active Transportation Planning	23	Consultant Services	n/a	\$ 66,000
4.1 Multi-Modal and Active Transportation Planning	23	Other Expenses	n/a	\$ 10,000
			<b>Task 4.1 Subtotal</b>	<b>\$ 226,000</b>
4.2 Participation in MPO Member Plans	23	Staff Expense	2460	\$ 123,000
4.2 Participation in MPO Member Plans	23	Consultant Services	n/a	\$ 70,000
4.2 Participation in MPO Member Plans	23	Other Expenses	n/a	\$ 7,597
			<b>Task 4.2 Subtotal</b>	<b>\$ 200,597</b>
4.3 Metropolitan Transportation Plan	23	Staff Expense	400	\$ 20,000
4.3 Metropolitan Transportation Plan	23	Consultant Services	n/a	\$ -
4.3 Metropolitan Transportation Plan	23	Other Expenses	n/a	\$ -
			<b>Task 4.3 Subtotal</b>	<b>\$ 20,000</b>
<b>Task 4 Subtotal:</b>				<b>\$ 446,597</b>
<b>TOTALS</b>				
<b>Type</b>				<b>Budgeted Total</b>
Staff Hours				12,080
Staff Expenses				\$ 683,080
Consultant Services Expenses				\$ 219,000
Other Expenses				\$ 65,097
<b>TOTAL:</b>				<b>\$ 967,177</b>

FTA Codes: 44.21.00 Program Support Administration 44.22.00 General Development and Comprehensive Planning 44.23.00 Long Range Transportation Planning	44.24.00 Short Range Transportation Planning 44.25.00 Transportation Improvement Program 44.26.00 Planning Emphasis Areas 44.27.00 Other Activities
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**APPENDIX 1.3: Planning Area Map**

