



**TECHNICAL ADVISORY COMMITTEE
AGENDA**

DATE: Thursday, January 28, 2016
TIME: 10:00 a.m. – 12:00 p.m.
LOCATION: ICTC Offices
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243

Chairperson: Bill Brunet, County of Imperial

Vice-Chair: City of Imperial

Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

PUBLIC COMMENTS

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any actions on items that are not on the agenda.

DISCUSSION/ACTION ITEMS

1. Introductions
2. Adoption of the minutes for November 19, 2015 *ACTION*
Requesting a motion to adopt
3. Election of Chair and Vice Chair positions *ACTION*
Requesting a motion to adopt
4. Imperial County Transportation Commission (ICTC) *ACTION*
resolution for Federal Fiscal Year (FFY) 2016/17 – 2021/2022
Federal Transportation Improvement Program (FTIP)
5. ICTC Updates / Announcements *DISCUSSION*
Presented by ICTC Staff
 - a. Transit Planning Updates
 - b. Transportation Planning Updates
 - c. LTA Updates
6. Cities and County Planning / Public Works Updates *DISCUSSION*
All

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

7. SCAG Updates / Announcements
Presented by SCAG staff DISCUSSION
8. Caltrans Updates / Announcements
Presented by Caltrans Staff DISCUSSION
9. General Discussion / New Business
All DISCUSSION
10. Adjournment

The next meeting of the ICTC TAC will on February 25, 2016 at the ICTC offices at 10:00 a.m.

For questions you may call Cristi Lerma at (760) 592-4494 or contact by email at cristilerma@imperialctc.org.

2. ADOPTION OF THE MINUTES FOR
NOVEMBER 19, 2015 PLUS ATTACHMENT



1405 N. IMPERIAL AVE., SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497

TECHNICAL ADVISORY COMMITTEE
DRAFT MINUTES

November 19, 2015

Present:

Yazmin Arellano	City of Brawley
Efrain Rodriguez	City of Calexico
Lily Falomir	City of Calexico
Rom Medina	City of Calipatria
Terry Hagen	City of El Centro
Abraham Campos	City of El Centro
Nick Wells	City of Holtville
Jesus Villegas	City of Imperial
Joel Hamby	City of Westmorland
William Brunet	County of Imperial
Jenell Guerrero	County of Imperial

Others:

Virginia Mendoza	ICTC
Cristi Lerma	ICTC
Tomas Oliva	SCAG
Luis Medina	Caltrans
Carlos Flores	The Holt Group

1. The meeting was called to order by Chair Brunet at 10:25 a.m. A quorum was present and introductions were made. There were no public comments.
2. A **motion** was made to adopt the minutes for July 23, 2015. **(Wells/Hagen) Motion Carried.**
3. Regional Surface Transportation Program (RSTP) Call for Projects for FY 2016/2017 to 2018/2019

The competitive call for projects for the Regional Surface Transportation Program (RSTP) began on August 3, 2015 and ended on September 30, 2015. Approximately \$6.795 million may be available over a three-year period beginning in federal fiscal year 2016/2017 and ending in FFY 2018/2019.

The ICTC Technical Advisory Committee (TAC) met to review the scoring and ranking of the 16 projects totaling a fund request of \$15.8 million. With the use of the RSTP Guidelines and the

scoring and ranking of all projects, TAC members were able to agree upon a recommended list of projects. Below are the recommended projects by agency, project title, priority and average score. The recommendation of projects would utilize the programming capacity of each proposed federal fiscal year.

2015 RSTP List of Recommended Projects				
Agency	Project	Priority of Project	Average Total Score	RSTP Funds Request
El Centro	Imperial Ave. Extension	1	83.64286	\$ 2,676,000.00
Holtville	9th Street	1	79	\$ 433,000.00
Holtville	6th Street	2	77.92857	\$ 584,000.00
County	Dogwood Rd from EC-IMP City limits	2	74.85714	\$ 2,067,000.00
Imperial	Dogwood Rd from Aten-SE City limits	2	74.78571	\$ 267,000.00
Calipatria	Brown Avenue	1	74.64286	\$ 768,000.00

FY16/17	FY17/18	FY18/19
	\$ 2,023,000.00	\$ 653,000.00
\$ 217,000.00	\$ 216,000.00	
\$ 584,000.00	\$ -	\$ -
\$ 1,144,000.00		\$ 923,000.00
\$ 267,000.00		
\$ 53,000.00	\$ 26,000.00	\$ 689,000.00
\$ 2,265,000.00	\$ 2,265,000.00	\$ 2,265,000.00

A motion was made by [Hagen](#) and seconded by [Wells](#) to forward the following recommendation to Management and Commission:

1. Approve the 2015 RSTP Programming Project List for FFY 2016/2017 to FFY 2018/2019; and
2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

Motion Carried

4. Congestion Mitigation and Air Quality (CMAQ) Call for Projects for FY 2016/2017 to 2018/2019

A competitive call for projects for the Congestion Mitigation and Air Quality (CMAQ) began on August 3, 2015 and ended on September 30, 2015. Approximately \$4.14 million may be available over a three-year period beginning in federal fiscal year 2016/2017 and ending in FFY 2018/2019.

On October 20, 2015, members of the ICTC Technical Advisory Committee (TAC) met to review the scoring and ranking of the 19 projects totaling a fund request of \$5.8 million. With the use of the CMAQ Guidelines and the scoring and ranking of all projects, TAC members were able to agree upon a recommended list of projects. Below is the list of the recommended projects by agency, project title, priority and average score. The recommendation of projects would utilize the programming capacity of each proposed federal fiscal year.

	Priority						
Brawley	1	Wildcat Drive	\$177,000		\$ 708,000	\$	885,000
	2	American Legion Street				\$	-
	3	S. Western Ave.				\$	-
						\$	885,000
Calexico	1	De Las Flores Street	\$9,000	\$403,000		\$	412,000
	2	Weakley Road				\$	-
	3	Sherman Street from Pierce-Emilia				\$	-
	4	6th Street				\$	-
	5	Sherman Street from Harold-Railroad tracks				\$	-
						\$	412,000
Calipatria	1	Brown Avenue	\$56,000		\$269,000	\$	325,000
						\$	325,000
El Centro	1	Beverly Lane				\$	-
	2	New Street				\$	-
	3	Traffic Signal at Dogwood & Danenberg	\$35,000	\$274,000		\$	309,000
						\$	309,000
Holtville	1	9th Street	\$127,000			\$	127,000
						\$	127,000
Imperial	1	N/A				\$	-
						\$	-
County	1	Sunbeam 2nd Parking Lot	\$66,000	\$ 171,000		\$	237,000
	2	Sunbeam 1st Parking Lot	\$66,000	\$ 356,000		\$	422,000
	3	Seeley Park Parking Lot	\$66,000	\$ 265,000		\$	331,000
	4	Sunbeam 3rd Parking Lot	\$66,000		\$143,000	\$	209,000
						\$	1,199,000
Imperial CTC	1	Calexico ITC	\$495,000			\$	-
						\$	-
Westmorland	1	H Street and 8th Street	\$30,000		\$350,000	\$	380,000
						\$	380,000
Programmed			\$0	\$0	\$0	\$	-
Proposed			\$1,193,000	\$1,469,000	\$1,470,000	\$	4,132,000
Available			\$1,200,000	\$1,470,000	\$1,470,000	\$	4,140,000
Over/Under programmed			\$7,000	\$1,000	\$0	\$	

		budget	actual
FY 16-17		\$1,200,000	\$ 1,193,000
FY 17-18		\$1,470,000	\$ 1,469,000
FY 18-19		\$1,470,000	\$ 1,470,000
		\$4,140,000	\$4,132,000

A motion was made by [Arellano](#) and seconded by [Medina](#) to forward the following recommendation to Management and Commission:

1. Approve the 2015 CMAQ Programming Project List for FFY 2016/2017 to FFY 2018/2019; and
2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

Motion Carried

5. ICTC Updates / Announcements
 - a. Transit Planning Updates

- TDA Article 3 claims have been submitted by the County of Imperial and the Cities of Brawley, El Centro and Calexico. Claims cannot be processed without the prior year audit on file.
- ICTC received the new cutaway buses. Only buses not owned by ICTC are the circular routes.
- ICTC is exploring installing Wi-Fi services on its buses and at the terminals.

- The Safe Routes to School Master Plan draft will be release in December 2015. Feedback will be requested by all agencies. The plan will have recommendations for infrastructure and non-infrastructure projects.
- b. Transportation Planning Updates:
 - The consultant for the SDSU/IVC campus shuttle analysis began its public outreach on November 18, 2015 at all 3 campuses.
 - ICTC will be partnering with SANDAG for a Mobility Hub Strategy project through a grant received by SANDAG from Caltrans. A workshop is scheduled on December 2, 2015. An email with an invite will be sent to all agencies. Agency input is important for potential mobility hubs in our region.
- c. Other
 - There were none.
- 6. Cities and County Planning / Public Works Updates:
 - QSD/QSP training will be held at the El Centro City Hall on February 2-4, 2016. For more information contact Abraham Campos, or Jack Fleming.
- 7. SCAG Updates / Announcements
 - The comment period for the SCAG RTP/SCS 2016/2040 was approved by SCAG Regional Council on December 3, 2015. The comment period will be for 55 days until February 1, 2016. An Elected Officials only workshop will be held in January before the scheduled ICTC Commission meeting.
 - The SCAG 6th Annual Economic Summit will be on January 7, 2016 from 9 a.m. to 2 p.m. at the LA Hotel in Downtown Los Angeles.
- 8. Caltrans Updates / Announcements

Mr. Medina had the following updates:

 - Caltrans Updates are attached to the minutes.
- 9. General Discussion / New Business
 - Ms. Mendoza stated that the 2016 STIP submittal will be on the December 9, 2015 Management Committee and Commission agendas. The package will be submitted on December 15, 2015, if approved by the Commission. The 2016 submittal is consistent with the 2014 STIP, no changes were made.
 - Mr. Brunet stated that he attended the National Association of County Engineers conference. The County of Los Angeles had their 4th ½ cent tax measure approved. Mr. Brunet asked the committees thoughts regarding another ½ cent tax measure for Imperial County. He stated that Measure D was passed with 83%. Ms. Arellano stated she is favor with Mr. Brunet's suggestion. Mr. Brunet stated that the State has a few measures about to expire. If the County implements a new measure around the same time, there will be no increase. Mr. Brunet suggested that City Managers be included in the conversation. A 66% approval is needed to be passed. Mr. Medina stated that he will suggest the idea at the next CCMA meeting.
 - Mr. Campos stated that the City of El Centro hired a consultant to review all streets. Data will be merged to street saver, GIS/web based program.
 - Ms. Mendoza stated that she will be following up with all agencies regarding the programming of the RSTP and CMAQ projects.
- 10. Meeting adjourned at 12:00 p.m. (Wells/Hamby) The next TAC meeting will be on December 17, 2015.



CALTRANS DISTRICT 11
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE
ICTC-TAC
November 19, 2015

Division of Local Assistance Federal Fiscal Year (FFY) 2015 Project Delivery

Through its strong partnership with the local, regional, state and federal governments, the Division of Local Assistance was able to deliver 100 percent of the FFY 2015 obligation authority (OA). Approximately \$1.19 billion of formula federal-aid OA and \$61.5 million in additional local OA made available via the August Redistribution were obligated to fund projects. This is the 16th consecutive year Regions and Local Agencies have achieved 100 percent delivery of available OA.

Office Bulletin 14-06 Review of DBE Contract Goals and Good Faith Efforts – Pilot Study

The Office Bulletin 14-06 Review of the DBE Contract Goals and Good Faith Efforts – Pilot Study has been extended until September 30, 2016 after an analysis indicated that the implementation was a success. The bulletin established a policy for the Division of Local Assistance (DLA) Office of Policy Development and Quality Assurance (OPDQA) to review DBE goal calculations for consultant contracts over \$500,000 and construction contracts over \$2 million, and, if awarded based on a GFE, have DLA-OPDQA review and provide feedback on the bidder/proposer's GFE prior to award.

Revised LAPM Exhibit 12-F Request for Approval of Cost-effectiveness/Public Interest Finding

The Local Assistance Procedures Manual (LAPM) Exhibit 12-F *Request for Approval of Cost-effectiveness/Public Interest Finding* has recently been updated to reflect that cost-effectiveness and public interest determination identified as 'Other' require Caltrans District approval, as indicated by a single asterisk.

Highway Safety Improvement Program (HSIP) Cycle 7 Applications

The HSIP Cycle 7 list of projects was released on November 12, 2015 and is now available online. Three County of Imperial applications, totaling \$477,830 of HSIP funds, were successful. The list is available for download at:

http://www.dot.ca.gov/hq/LocalPrograms/HSIP/prev_cycle_results.htm

ADA Compliance Review

The Caltrans ADA Infrastructure Program is currently performing an audit of all local agencies for federal ADA compliance. The National ADA Accrediting and Consulting, Inc. (ADAAC) will be contacting local agencies on behalf of the Caltrans ADA Infrastructure Program between **now and November 2016** to check if local agencies have the ADA administrative requirements in place. For additional information please contact Lisa Denham at lisad@adaac.org or (916) 259-1825.

<http://www.localassistanceblog.com/2015/09/23/ada-compliance-review/>

Inactive Projects

The Cities of Westmorland and El Centro and the County of Imperial have projects that are flagged for inactivity in submitting a project invoice. Please submit an invoice to the District by **November 20, 2015**, if you have not done so. A complete list of inactive projects can be found at the link provided below. This new list includes a look ahead of projects that are going to be flagged as inactive and are required to submit invoices by **February 20, 2016**.

<http://www.dot.ca.gov/hq/LocalPrograms/Inactiveprojects.htm>



**CALTRANS DISTRICT 11
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE
ICTC-TAC
November 19, 2015**

Training

- FHWA and Caltrans District 11 will be providing an Emergency Relief program training on **December 1, 2015** at the Garcia Room from 8:30 AM – 4:00 PM. Some of the topics to be presented are: Emergency Opening (EO), Permanent Restoration (PR), eligible work, betterments, Damage Assessment Form (DAF) and case studies. Contact D11 Local Assistance Training coordinator to register and for further information:

Debora Ledesma-Ribera
debora.ledesma-ribera@dot.ca.gov
(619) 278-3766

- Caltrans Division of Audits and Investigation will be providing a presentation on A&E Indirect Cost Rate and Contract Audit and Review at Caltrans District 5, Sycamore Room on **December 1, 2015** from 9:30 AM – 3:30 PM. Topics to be covered include: Federal Acquisition Regulations (FAR) Compliant Indirect Cost Rate (ICR); CPA Indirect Cost Rate Audits; Safe Harbor Indirect Cost Rate, LAPM Chapters 10.2 Type of Contract and Method of Payment and 10.3 A&E Consultant Audit and Review Process. The target audience are: Local Agency A&E consultant contract procurement officers, and the A&E firms they are doing business with. Seating is limited. To register and for further information please visit:

<http://www.dot.ca.gov/hq/audits/index.html>

- Federal Highway Administration (FHWA) in coordination with Right-of-Way, Caltrans District 8, is conducting a free training on Appraisal and Acquisition under the Uniform Act on **February 23-25, 2016**, in San Bernardino. The target audience are State and Local government employees as well as consultants. The training will cover the proper procedures and guidelines for conducting the appraisal process under the requirements of the Uniform Act and 49 CFR Part 24. Specific location of training in San Bernardino-to be determined. Registration will be handled on a first come, first served basis. If you have any questions, please contact:

Deborah Kassmann
deborah.kassmann@dot.ca.gov
(619) 220-5386

3. ELECTION OF CHAIR AND VICE-CHAIR POSITIONS

ICTC Technical Advisory Committee Chairs		
Year	Chair	Vice-Chair
2015	County	Imperial
2014	Holtville	County
2013	Brawley	Holtville
FY 2011-12 (and half of 2012-13)	Imperial	El Centro
FY 2010-11	Calexico	Imperial
FY 2009-10	Holtville	Calexico
FY 2008-09	El Centro	Holtville
FY 2007-08	County	El Centro
FY 2006-07	Imperial	County
FY 2005-06	IID	Imperial

<u>Agency</u>	<u>Chair</u>	<u>Vice-Chair</u>
Brawley	1	0
Calexico	1	1
Calipatria	0	0
El Centro	1	2
Holtville	2	2
Imperial	2	3
IID	1	0
Westmorland	0	0
County	2	2

4. ICTC RESOLUTION FOR FFY 2016-17—2021-22
FTIP



1405 N. IMPERIAL AVE., SUITE 1
EL CENTRO, CA 92243-2875
PHONE: (760) 592-4494
FAX: (760) 592-4497

January 22, 2016

Technical Advisory Committee
Imperial County Transportation Commission
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243

SUBJECT: Imperial County Transportation Commission (ICTC) resolution for Federal Fiscal Year (FFY) 2016/17 – 2021/2022 Federal Transportation Improvement Program (FTIP)

Dear Committee Members:

The Imperial County Transportation Commission has submitted its portion of the Federal Transportation Improvement Program (FTIP) for inclusion into the Southern California Association of Governments (SCAG) 2017 FTIP. The program has been prepared in accordance with State and Federal requirements. Every effort was made to contact local agencies to allow them the opportunity to update the status of all projects on the attached list.

Attached is a resolution that establishes our commitment to implement all listed projects in the FTIP in partnership with member agencies and Caltrans. Commitment is based on the assumption that funding sources/revenue remain stable and consistent.

ICTC Staff forwards this item to the Technical Advisory Committee for their discussion and recommendation after public comments, if any:

1. Authorize the Chairman to sign the resolution that certifies funding has been identified for the projects in the FFY 2016/17-2021/22 FTIP and affirms our commitment to implement all projects in the program.

Sincerely,

A handwritten signature in blue ink that reads 'Mark Baza'.

MARK BAZA
Executive Director

MB/vm

Attachment

**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

RESOLUTION NO. XXXX-XX

A RESOLUTION OF THE IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC) WHICH CERTIFIES THAT ICTC HAS THE RESOURCES TO FUND THE PROJECTS IN THE FFY 2016-17 – 2021/22 TRANSPORTATION IMPROVEMENT PROGRAM AND AFFIRMS ITS COMMITMENT TO IMPLEMENT ALL PROJECTS IN THE PROGRAM

WHEREAS, Imperial County is located within the metropolitan planning boundaries of the Southern California Association of Governments; and

WHEREAS, the MAP-21 Moving Ahead for Progress in the 21st Century Act (MAP-21) requires SCAG to adopt a regional transportation improvement program for the metropolitan planning area; and

WHEREAS, MAP-21 also requires that the regional transportation improvement program include a financial plan that demonstrates how the transportation improvement program can be implemented; and

WHEREAS, the ICTC is the agency responsible for short-range capital and service planning and programming for the Imperial County area within SCAG; and

WHEREAS, as the responsible agency for short-range transportation planning, the ICTC is responsible for the development of the Imperial County Transportation Improvement Program, including all projects utilizing federal and state highway/road and transit funds; and

WHEREAS, the ICTC must determine, on an annual basis, the total amount of funds that could be available for transportation projects within its boundaries; and

WHEREAS, the ICTC has adopted the FFY 2016/17-2021/22 Imperial County Transportation Improvement Program with funding for FFY 2016/17 and 2017/18 available and committed, and reasonably committed for FFY 2018/19 through 2021/22.

NOW, THEREFORE, BE IT RESOLVED by the ICTC that it affirms its continuing commitment to the projects in the FFY 2016/17-2021/22 Imperial County Transportation Improvement Program (TIP); and

BE IT FURTHER RESOLVED, that the FFY 2016/17-2021/22 Imperial County TIP Financial Plan identifies the resources that are available and committed in the first two years and reasonably available to carry out the program in the last four years, and certifies that:

1. Projects in the FFY 2016/17-2021/22 ICTC TIP are consistent with the proposed 2016 State Transportation Improvement Program scheduled to be approved by the California Transportation Commission in April 2016; and

2. All of the projects in the Imperial County TIP have complete funding identified in the Program.
3. ICTC has the funding capacity in its county Surface Transportation Program and Congestion Mitigation and Air Quality Program allocation to fund all of the projects in the FFY 2016/17-2021/22 Imperial County TIP; and
4. The local match for projects funded with federal STP and CMAQ program funds is identified in the TIP.
5. All the Federal Transit Administration funded projects are programmed within MAP-21 Guaranteed Funding levels.

PASSED AND ADOPTED at a regular meeting of the Imperial County Transportation Commission held on February 24, 2016.

By: _____
Chairman

ATTEST:

By:

CRISTI LERMA
Secretary to the Commission