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**TRANSPORTATION COMMISSION  
AGENDA  
REVISED  
WEDNESDAY, MARCH 27, 2019  
6:00 PM**

**County of Imperial Administration Center  
Board of Supervisors Chambers  
940 W. Main Street, Second Floor  
El Centro, CA 92243**

**CHAIR: ROBERT AMPARANO**

**VICE CHAIR: GEORGE NAVA**

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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.

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**I. CALL TO ORDER AND ROLL CALL**

**II. EMERGENCY ITEMS**

- A. Discussion/Action of emergency items, if necessary.

**III. PUBLIC COMMENTS**

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

**IV. CONSENT CALENDAR**

(Executive Director recommends approval of consent calendar items)

- A. Approval of the ICTC Commission Draft Minutes: February 27, 2019 Pages 4-14
- B. Receive and File:
- 1. ICTC Management Committee Draft Minutes: March 13, 2019
  - 2. ICTC SSTAC Minutes: February 6, 2019
- C. Passenger Statistical Summary Project for FY 2019-20 for Imperial Valley Transit (IVT) Page 16

It is requested that the ICTC Management Committee forward this item to the ICTC Commission for their review and approval after public comment, if any.

- 1. Authorize the Chairman to sign the Passenger Statistical Sampling Project Agreement with the firm of *Rea and Parker Research Inc.* for the not to exceed fee of \$99,500.00 for FY 2019-20.
- 2. Direct staff to include this project budget in the FY 2019-20 ICTC OWP Budget and Transit Finance Plan.

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

**V. SPECIAL PRESENTATION**

- A. General Comments by SCAG President Alan Wapner

**VI. REPORTS** (Up to 5 minutes per staff report)

- A. ICTC Executive Director
- See attached Executive Director Report on page 74
- B. Southern California Association of Governments
- See attached report on page 84
- C. California Department of Transportation – District 11
- See attached report on page 89
- D. Commission Member Reports (if any)

**VII. ACTION CALENDAR**

- A. ICTC opposition to AB 854 Page 101

At the request of the Imperial Irrigation District, ICTC staff forwards this item to the ICTC Commission for their review and approval after public comment, if any.

1. Authorize the Chairperson to sign the letter opposing AB 854.

**VIII. INFORMATION CALENDAR**

- A. IVT MedTrans Public Outreach and Marketing – TV Commercial

**IX. MEETING DATE AND PLACE**

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, April 24, 2019 at 6:00 p.m.**, at the **County of Imperial Board Chambers**, at 940 W. Main Street, El Centro, CA.

**X. ADJOURNMENT**

- A. Motion to adjourn

# IV. CONSENT CALENDAR

## IV. CONSENT CALENDAR

A. APPROVAL OF ICTC COMMISSION DRAFT  
MINUTES:  
FEBRUARY 27, 2019

B. RECEIVE AND FILE :

1. ICTC MANAGEMENT COMMITTEE DRAFT  
MINUTES:  
MARCH 13 2019

2. ICTC SSTAC Minutes:  
FEBRUARY 6, 2019

**IMPERIAL COUNTY TRANSPORTATION COMMISSION****DRAFT MINUTES FOR February 27, 2019****6:00 p.m.****VOTING MEMBERS PRESENT:**

City of Calipatria	Maria Nava-Froelich
City of Calexico	Lewis Pacheco
City of El Centro	Edgard Garcia (alt.)
City of Holtville	Jim Predmore
City of Imperial	Robert Amparano (Chair)
County of Imperial	Luis Plancarte
City of Westmorland	Larry Ritchie

**NON-VOTING MEMBERS PRESENT:**

Caltrans District 11

Ann Fox

**STAFF PRESENT:** Mark Baza, Kathi Williams, Michelle Bastidas, David Aguirre, Cristi Lerma**OTHERS PRESENT:** David Salgado: SCAG, Eric Havens: County Counsel, Jesus Vargas: Caltrans, Gerard Chadegian, Shawn Rizzuto: Caltrans, Cesar Sanchez, First Transit; Williamd Roller: Press

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held Wednesday, February 27, 2019 together with staff reports and related documents attached thereto and incorporated therein by reference.

**I. CALL TO ORDER AND ROLL CALL**

[Chair Amparano](#) called the Commission meeting to order at 6:34 p.m. Roll call was taken and a quorum was present.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

There were none.

**IV. CONSENT CALENDAR**

A motion was made by [Nava-Froelich](#) and seconded by [Garcia](#) to approve the consent colander as presented. **Motion Carried** unanimously.

A. Approved of the ICTC Commission Draft Minutes: January 23, 2019

B. Received and Filed:

1. ICTC Management Committee Draft Minutes: February 20, 2019

2. ICTC TAC Minutes: January 24, 2019

3. ICTC SSTAC Minutes: January 6, 2019

C. Public Transportation Modernization, Improvement and Services Enhancement Account (PTMISEA) Bus Improvement Allocation Requests FY 2014-15 and Residual Funds

1. Authorized the Executive Director or his designee to submit one (1) PTMISEA FY 2014-15 and Residual Funds Allocation Request, execute all required documents and any amendments with the California Department of Transportation:

- a. in an amount of \$70,766 for the purchase of a new Dodge Van for the IVT Ride service or vehicle technology improvements for the IVT fixed route system.
  2. Authorized the ICTC Chairperson to sign the attached resolution
  3. Direct staff to forward the PTMISEA allocation requests and associated documentation to the California Department of Transportation.
- D. Professional Maintenance Audit Reporting Services of the ICTC Transit Operations – IVT Maintenance Audit Findings Report
1. Accepted/Approved the 2018 IVT Maintenance Audit Report dated January 2019.
- E. Request to Authorize travel for an ICTC Commission Member to attend the CalCOG Annual Meeting
1. Approved travel for Commissioner Cheryl Viegas-Walker to attend the CALCOG Annual Leadership Forum for an estimated amount of \$1,860.00

## V. REPORTS

- A. ICTC Executive Director
- The Executive report can be found on page 67 of the agenda
- B. Southern California Association of Governments (SCAG)
- The SCAG report can be found on page 77 of the agenda.
- C. California Department of Transportation (Caltrans)
- The Caltrans Report can be found on page 80 of the agenda.
- D. Commission Member Reports
- Mr. Pacheco stated that the City of Calexico will be celebrating Mardi Gras Celebration on February 28, 2019.
  - Ms. Nava-Froelich stated that the City of Calipatria will be celebrating their centennial on March 1-2, 2019.
  - Mr. Predmore stated that the City of Holtville’s Citywide Rehab project was completed.
  - Mr. Ritchie stated that the City of Westmorland has two projects that are on track to open on time: gym/pool and travel center.

## VI. INFORMATION CALENDAR

- A. Assembly Bill 335 (Garcia) – Imperial Valley Regional Authority
- Mr. Baza stated that in December 2018, staff met with Assemblymember Eduardo Garcia and his staff to discuss legislation that would amend ICTC’s authority to include non-transportation programs. Draft legislation is starting to go through committees in Sacramento. The goal of the draft is to primarily give ICTC authority to address or carry out non-transportation programs. If we are successful the legislation will become effective in January 2020.
- B. Status of Call for Projects for Article 3, Bicycle and Pedestrian Project Funding for Fiscal Year 2018-19
- Mr. Aguirre stated that a Call for Projects was issued at the January 2019 Technical Advisory Committee (TAC) Meeting for the FY 18-19 TDA Article 3 Bikes and

Pedestrian Funding. All participants were provided a summary noting the funding allocation associated with their respective jurisdiction, in addition to being informed of the project submittal requirements. Said project submittals were to note the proposed project in addition to providing a cost estimate for the proposed project.

The funding allocation associated with all agencies is as follows:

Brawley	\$26,343
Calexico	\$34,655
Calipatria	\$12,246
El Centro	\$37,295
Holtville	\$13,900
Imperial	\$21,603
Westmorland County	\$11,395 \$31,563

Mr. Aguirre stated that during the TAC Meeting, the participants were informed staff would be reaching out to agency staff to discuss project submittals. Funding allocations not requested will be accumulated.

ICTC staff will continue efforts to work with city/county to receive their project submittals in March 2019, and subsequent funding requests in May 2019.

This item was for informational purposes only.

C. ICTC Overall Work Program (OWP) and Budget, FY 2018-2019 Midyear Update

Mr. Aguirre provided the Management Committee a mid-year update of the ICTC OWP and budget for this fiscal year. There were no concerns and all funding appears to be consistent with the fiscal year projections.

## VII. PRESENTATION CALENDAR

A. Mud Pot North of Niland on SR-111 – presentation by Caltrans

Mr. Rizzuto gave a presentation regarding the Mud Pot North of Niland on SR-111. He discussed the planned alternatives should the mud pot travel too close to SR-111. For a copy of the presentations please call the ICTC offices.

## VIII. ACTION CALENDER

A. 2018 Automatic Vehicle Location (AVL) Systems – Award Recommendation

1. Approved the award of the Agreement for the 2018 Automatic Vehicle Location Systems Project to RouteMatch in the amount of \$234,740.
2. Authorized the Chairperson to sign the agreement.

A motion was made by [Ritchie](#) seconded by [Nava-Frolich](#), **Motion Carried unanimously.**

B. Specific Transit Operator Fiscal Reports FY 2017-18 for Imperial Valley Transit, IVT Access, IVT Ride and IVT MedTrans

1. Received and file the Specific Transit Operator Fiscal Reports FY 2017-18; IMPERIAL VALLEY TRANSIT, IVT ACCESS, IVT RIDE and IVT MedTrans

A motion was made by [Nava-Froelich](#) seconded by [Ritchie](#), **Motion Carried unanimously.**

- C. Resolution naming ICTC as the administrator of federal funds to conduct a feasibility study for a multimodal grade separated crossing at State Route 78 / Glamis
  1. Adopt the resolution naming the Imperial County Transportation Commission as the grant recipient of Federal Highway Administration, State Planning & Research, Part 1 – Strategic Partnerships for a feasibility study for a multimodal grade separated crossing at State Route 78 / Glamis
  2. Authorize the Executive Director to execute the necessary agreements between Caltrans and ICTC
  3. Authorize the Chairperson to sign the resolution

A motion was made by [Lewis](#) seconded by [Garcia](#), **Motion Carried unanimously.**

#### **IX. NEXT MEETING DATE AND PLACE**

- A. The next meeting of the Imperial County Transportation Commission will be held on **Wednesday, March 27, 2019 at 6:00 p.m.**, at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

#### **X. ADJOURNMENT**

- A. Meeting adjourned at 8:06 p.m.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MANAGEMENT COMMITTEE**

**DRAFT MINUTES OF MARCH 13, 2019**

**10:30 a.m.**

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**VOTING MEMBERS PRESENT:**

City of Brawley	Rosanna Bayon Moore
City of Calipatria	Rom Medina
City of Calexico	David Dale
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Stefan Chatwin

**STAFF PRESENT:** David Aguirre, Virginia Mendoza, Cristi Lerma

**OTHERS PRESENT:** David Salgado: SCAG; Beth Landrum, Shawn Rizzuto: Caltrans; Liz Zarate: City of El Centro

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The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held Wednesday, March 13, 2019 together with staff reports and related documents attached thereto and incorporated therein by reference.

**I. CALL TO ORDER AND ROLL CALL**

Chair Wells called the Committee meeting to order at 10:41 a.m. Roll call was taken and a quorum was present at that time.

**II. EMERGENCY ITEMS**

A. There were none.

**III. PUBLIC COMMENTS**

There were none.

**IV. CONSENT ITEMS**

- A. Approved Management Committee Minutes for February 20, 2019  
A motion was made by [Medina](#) seconded by [Piedra](#). **Motion carried**, with one abstention from Brawley.
- B. Receive and File:
1. ICTC SSTAC Minutes for February 6, 2019
- C. Passenger Statistical Summary Project for FY 2019-20 for Imperial Valley Transit (IVT)
1. Authorize the Chairman to sign the Passenger Statistical Sampling Project Agreement with the firm of *Rea and Parker Research Inc.* for the not to exceed fee of \$99,500.00 for FY 2019-20.
  2. Direct staff to include this project budget in the FY 2019-20 ICTC OWP Budget and Transit Finance Plan.

A motion was made by [Chatwin](#) seconded by [Bayon Moore](#). **Motion carried unanimously.**



**V. REPORTS****A. ICTC Executive Director**

Ms. Lerma had the following updates:

- In December 2018, staff met with Assemblymember Eduardo Garcia and his staff to discuss legislation that would amend ICTC's authority to include non-transportation programs. Draft legislation is starting to go through committees in Sacramento. The goal of the draft is to primarily give ICTC authority to address or carry out non-transportation programs. If we are successful the legislation will become effective in January 2020.
- Please save the date of May 30, 2019 for the Imperial Valley Economic Summit and General Assembly. It will be held at the Old Eucalyptus Schoolhouse. This year our tentative keynote speakers will be Michael Bracken of Development Management Group; Sunne Wright McPeak of California Emerging Technology Fund; and, Bill Higgins of California Association of Council of Governments. More information will be forthcoming.

Mr. Aguirre had the following updates:

- The ICTC conducted its annual Unmet Transit Needs Public Hearing on February 21, 2019. The hearing aims to obtain public feedback regarding transit services. Commissioners George Nava and Lewis Pacheco attended and participated as the Hearing Panel. A subsequent meeting will take place on March 28, 2019 at 3:00 p.m. at the City of El Centro Council Chambers.
- The Federal Transit Administration (FTA) is conducting a Triennial Review of the Imperial County Transportation Commission in early 2019. The review determines whether a grant recipient and its subrecipients are administering its FTA-funded programs in accordance with 49 U.S.C. Chapter 53, Federal transit law provisions. It assesses the recipient's management practices and program implementation to ensure that the programs are administered in accordance with FTA requirements and are meeting program objectives. Grant subrecipients that may be included in this cycle include the Cities of Brawley, El Centro and Imperial for the transfer terminal projects.

Ms. Mendoza had the following updates:

- The next IMBA meeting is scheduled for March 14, 2019 at the CDEM office in the City of Mexicali.
- Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) Call for Projects were due to ICTC on March 1, 2019. On March 11, 2019, ICTC staff delivered a complete packet of applications and score sheets to each agency. Each agency should read and score all applications according to the STBG & CMAQ Scoring Criteria set forth in the Program Guidelines, and complete a *Scoring Sheet* for each application prior to the Scoring and Ranking meeting. On Thursday, March 28<sup>th</sup>, 2019 representatives from all ICTC member agencies will meet at the ICTC office and submit the scores for all CMAQ and STBG projects. Regular TAC meeting scheduled for this month has been cancelled in lieu of the Scoring and Ranking meeting.
- A complete list of ICTC updates can be found on Page 71 of the agenda.

**B. Southern California Association of Governments (SCAG)**

- The complete report can be found on Page 81 of the agenda.

**C. Caltrans Department of Transportation – District 11**

- A full report is located on page 86 of the agenda.

**D. Committee Member Reports**

- Mr. Chatwin stated A Ribbon Cutting Ceremony for the Imperial Transit Park project will be held on April 2, 2019 at 9 a.m.

## **VI. INFORMATION CALENDAR**

### **A. Mud Pot North of Niland on SR-111**

Mr. Rizzuto gave a presentation regarding the Mud Pot North of Niland on SR-111. He discussed the planned alternatives should the mud pot travel too close to SR-111. For a copy of the presentations please call the ICTC offices.

### **B. IVT MedTrans Public Outreach and Marketing – TV Commercial**

Mr. Aguirre gave an introduction regarding the IVT MedTrans TV Commercial. The commercial was played for committee members and was received with a positive response.

## **VIII. NEXT MEETING DATE AND PLACE**

The next meeting of the **Management Committee** will be held on **April 10, 2019** at the **City of Westmorland**, Westmorland, CA.

## **IX. ADJOURNMENT**

### **A. Meeting adjourned at 11:44 a.m.**



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
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**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

**MINUTES**

February 6, 2019

Present

Voting Attendees:

Ted Ceaser	Consumer
Michael Hack – Vice Chair	Consumer
Kathleen Lang	California Health & Wellness
Debora Garcia	Imperial County Public Authority/IHSS
Michelle Soto	California Children Services CCS
Rosalina Blankenship	Area Agency on Aging/Public Administrator
Sonia Silva	Access to Independence
Mitzi Perez	ARC-Imperial Valley
Victor Torres	Imperial Valley College IVC
Kathi Williams	CTSA– ICTC
Gustavo Gomez	CTSA– ICTC

Non-Voting Attendees :

Maricela Galarza	CTSA– ICTC
David Salgado	Southern California Association of Governments SCAG
Helio Sanchez	IVT/IVT Access/IVT Ride/IVT MedTrans
Karla Aguilar	IVT/IVT Access/IVT Ride/IVT MedTrans
Karla Pacheco	IVT/IVT Access/IVT Ride/IVT MedTrans
Cesar Sanchez	IVT/IVT Access/IVT Ride/IVT MedTrans
Jose Guillen	IVT/IVT Access/IVT Ride/IVT MedTrans

1. Mr. Ceaser called the meeting to order at 10:02 a.m. **A quorum was present.** Introductions were made.
  - Ms. Williams re-introduced Mr. Sanchez as the new General Manager, Mr. Sanchez as the new Operations Manager for IVT services and Mr. Guillen as the new Operations Manager for IVT MedTrans.
2. Minutes adopted for January 2, 2019 ([Blankenship, Lang](#)), **Motion Carried.**
3. CTSA Reports:

Mr. Gomez had the following updates:

- There was a total of 21 passengers signed up during the Senior Appreciation Day event.

- Ms. Galarza and Ms. Aguilar conducted IVT Ride sign ups at the Valley Convalescent Center in El Centro. There was a total of 17 sign ups conducted.
- There has been about 4-5 IVT Access interviews per week.
- Attended a Ride along in the 3E Holtville bus and the Goldline circulator bus for Brawley.
- Attended a DBE training January 28-31, 2019.

Ms. Williams had the following updates:

- Mr. Aguirre was not able to attend SSTAC meeting, due to a Fare policy training. ICTC is currently working on an RFP for fare pricing increases or decreases, expecting to hire a consultant for the fare study. This will be done for the 2<sup>nd</sup> time in many years.
  - o Ms. Blankenship asked on the status of the Calexico and Imperial transfer terminals.
    - Ms. Williams responded that there is no exact information on Imperial Transfer Center status as of now, but the pavement and foundation are set. It might be in the lighting process.

4. FY 2019-20 Master Needs list:

- Ms. Williams opened up discussion on any Master Needs list additions/changes/deletions.
  - o Ms. Williams stated that the needs requests do not necessarily have to pertain to their agency, it can be region wide.
  - o Ms. Williams stated that ICTC is trying to innovate to more technology, yet there is still a certain population that don't use or don't know how to use the new technology. ICTC is trying to maintain a balance.
  - o No additions/changes/deletions were made.

5. UTN Letter to the Hearing Panel (DRAFT):

- Ms. Williams added that the UTN hearing will be on February 21, 2019 @ 3:00pm, located at El Centro City Hall.
- SSTAC members are to decide what will be added/deleted/changed, with a motion, to finalize the UTN letter.
  - o Mr. Ceaser requested for the passive tone on the key points of the UTN letter be changed.  
**(Ceaser, Lang) Motion carried.**
  - o Ms. Blankenship requested for direct examples on item #4 under the, general comments are offered for Fiscal Year 2019-20 be given, such real time location of the Fixed Route and/or weather tolerant equipment, etc..
  - o Mr. Torres suggested to replace the Transit Mobility Summit, possibly with another priority item.
  - o There was a discussion between SSTAC members whether the Transit Mobility Summit will stay or be taken off the letter, it was concluded that it falls more as a general comment rather than issue or concern.
    - Ms. Williams stated that the Transit 101 is currently something like it, but eventually ICTC will grow into an actual Transit Mobility Summit. ICTC has to figure out how/who will organize it and how will it be paid for, since it's a large expense. A committee will need to be arranged specifically for the Summit coordination. The committee will tentatively have to meet at least 2-3 times, Ms. Williams opened it up for any volunteers that would be interested to participate in the committee.

- Mr. Salgado, Ms. Blankenship, Mr. Torres, and Dr. Lang volunteered to be in the committee.
  - Mr. Salgado recommended to get other similar transportation agencies to support.
  - Mr. Torres added that IVC is available for a potential location.
  - Ms. Blankenship requested for item # 4 under the following issues and concerns are identified for consideration in order of priority for Fiscal Year 2018-19, be changed to #5 under the, general comments are offered for Fiscal Year 2019-20 be given. Ms. Blankenship also requested what is now the item #5 to be reworded and state:  
*SSTAC supports the coordination of the Transit Mobility Summit.*  
**(Lang, Hack) Motion carried.** To all changes.
  - Ms. Galarza will make the changes and coordinate with Mr. Ceaser to sign the finalized UTN hearing letter.
  - Mr. Salgado recommended to inform SSTAC who will be the panel for the UTN Hearing on February 21, 2019.
    - Ms. Williams stated that the panel expected to be present are:
      - George Nava, City of Brawley
      - Ryan Kelley, Imperial County Supervisor
      - Robert Amparano, City of Imperial
      - Luis Plancarte, Imperial County Supervisor
      - Lewis Pacheco, City of Calexico
      - Larry Ritchie, City of Westmorland
      - James Predmore, City of Holtville
  - Ms. Garcia requested the UTN letter be sent to her via email.
    - Ms. Galarza stated that she will email it out to all SSTAC members for their convenience.
6. Transit Operator Reports:
- Imperial Valley Transit: Mr. Sanchez presented statistics for the 2<sup>nd</sup> Quarter.
    - There was a decrease of ridership for the IVT services (IVT, Blue, Green, Gold), between October-December, which is normal during the winter time.
  - IVT Access: Ms. Pacheco presented statistics for the 2<sup>nd</sup> Quarter.
    - Service passenger count was high in October then decreased on the months of November and December 2018, it is assumed because of the holidays, and people are out of town.
    - There was a total of 124 free trips provided
  - IVT Ride: Ms. Aguilar presented statistics for the 2<sup>nd</sup> Quarter.
    - Service passenger count has similar fluctuations as other services, October has the highest passenger count and decreased throughout November and December.
    - In October, there was total of 82 sign ups, November there was a total of 36 sign ups and in December there was a total of 28 sign ups. For the Quarter there was a total of 146 sign ups.
    - Senior Appreciation Day event was a busy day, sign-ups for the service were conducted. There was a total of 17 sign ups conducted during the event.
  - IVT MedTrans: Mr. Sanchez gave the following updates.

- The service was slow during the month of December, due to doctors' canceling appointments for passengers.
- There was 2 days less of service during the month of December.
- Operation of service is good.
- Low to no impact has been seen for new fare increase.
- Due to cold and icy conditions, there is a constant monitoring for any weather changes and/or Freeway closures.

## 7. General Discussion

- Ms. Blankenship informed SSTAC that Senior Appreciation Day was a huge success and expressed gratitude to ICTC and First Transit staff. There were no complaints on the transportation for that day. The event is outgrowing the facility and apologized to ICTC and First Transit staff that were present at the event because there was a shortage of food, due to the unexpected amount of people at the event. Pizza was provided to seniors or agencies that didn't get a chance to eat. Next year, AAA will be looking into using 2 buildings at the Expo, with Casa de Mañana still being one of them. Potentially looking into separating the vendors and the reception. Ideas are still being brainstormed. There were approximately 1,000 people at the event this year.
- Ms. Blankenship stated that people were still calling a day before to request for rides to the event.
  - Mr. Sanchez stated that it was Willard group, and they were taken to the event. It was a group of 40 passengers. Only 1 was noticed that was not supposed to be there. Mr. Sanchez added that the rosters were so helpful and thanked the AAA staff for preparing them. It helped make transportation run smoothly.
- Ms. Blankenship announced that the Alzheimer's event is approaching, it is on February 20, 2019 the Alzheimer's Community Forum will take place at El Centro Community Center from 6:00pm-8:30pm. Dinner will be provided and the purpose of the event is to educate people on health. Funding opportunities are available for who may be interested in participating.
- Mr. Hack announced that on March 16, 2019, a meeting will be held at Strikezone, Last year the attendance was about 100 people, expected to have the same outcome this year.

## 8. Adjournment

- Meeting adjourned at 10:53 a.m. ([Hack, Torres](#)), **Motion Carried.**
- Next meeting will be held on March 6, 2019, at the Imperial County Transportation Commission Office, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243.

# **IV. CONSENT CALENDAR**

## **IV. CONSENT CALENDAR**

### **C. PSS PROJECT FOR FY 2019-20 FOR IMPERIAL VALLEY TRANSIT (IVT)**



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

March 20, 2019

Robert Amparano, Chairman  
Imperial County Transportation Commission  
1503. N. Imperial Ave. Suite 104  
El Centro, CA 92243

SUBJECT: Passenger Statistical Summary Project for FY 2019-20 for Imperial Valley Transit (IVT)

Dear Commission Members:

Due to the receipt of federal grants for public transit, federal reporting requirements state that public transit systems are required to report on “passenger miles”. This process takes place every three years and is utilized to track the individual distance or mileage travelled by each boarding passenger.

Larger urban agencies typically have electronic or automatic passenger counters on their vehicles. However, this type of device and process can be cost prohibitive for smaller agencies. As a result, alternative counting systems are authorized. Many medium to smaller agencies alternatively choose to develop a statistical sampling system instead, through qualified consultants.

The PSS project must be completed for the fifth time during FY 2019-20. The project must comply with a federal requirement for 95% confidence level and a margin of error not to exceed 10% plus or minus.

ICTC awarded the work in FY 2013-14 and FY 2016-17 as a sole source procurement, to the firm of *Rea and Parker Research, Inc.* ICTC staff now again recommend that this firm be awarded the contract. This is due to the unique and specialized nature of the work, including the requirement for a professional statistician to supervise the work and the fact that this project methodology has been approved by the National Transit Database (NTD) staff.

In addition, the project cost is the same as in FY 2016-17 because the local, previously trained, personnel have indicated that they want to work on the project again, and, because the consultant has developed the basic methodology previously, with a counting system that has proven to work efficiently.

Drs. Parker and Rea will review for any new federal requirements, adjust the sampling methodology as necessary, and acquire local staff that will monitor various bus routes throughout the fiscal year. The project work effort has a start date of June 1, 2019 in order to have a project count start date of July 1, 2019. A final report will be prepared and is due to the federal agency by October 2020.

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



Robert Amparano, Chairman  
Imperial County Transportation Commission

(2)

March 20, 2019

Funding for this project will be in the ICTC FY 2019-20 ICTC Overall Work Program Budget and Transit Finance Plan.

The ICTC Management Committee met on March 13, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Authorize the Chairman to sign the Passenger Statistical Sampling Project Agreement with the firm of *Rea and Parker Research Inc.* for the not to exceed fee of \$99,500.00 for FY 2019-20.
2. Direct staff to include this project budget in the FY 2019-20 ICTC OWP Budget and Transit Finance Plan.

Sincerely,



MARK BAZA  
Executive Director

Attachment

MB/ksw/cl



# IMPERIAL VALLEY TRANSIT ANNUAL PASSENGER MILE SAMPLING PROPOSAL JULY 1, 2019--JUNE 30, 2020



Prepared for:  
Imperial County Transportation  
Commission  
1503 N. Imperial Ave. Suite 104  
El Centro, CA  
92243

Prepared by:  
Rea & Parker Research  
P.O. Box 421079  
San Diego, CA 92142  
858-279-5070

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## **Project Overview:**

The **Imperial County Transportation Commission (ICTC)** was established under Senate Bill 607 and was approved by the California Legislature and Governor Arnold Schwarzenegger in 2009. ICTC guides the development of the Regional Transportation Plan for the Imperial County region and its Regional, State and Federal transportation improvement programs (TIPs) and their updates, including, but not limited to: the distribution and oversight of Local Transportation Fund monies; the preparation and submittal of applications for transportation related funds; the approval of the allocation of and claims for Transportation Development Act funds; the planning, programming and administration of regional transit services; and, the encouragement of active citizen participation in the development and implementation of various transportation-related plans and programs.

As established under SB 607, the ICTC Board is currently composed of ten voting members and one non-voting member consisting of two members of the Imperial County Board of Supervisors; one member from each incorporated city (seven) within Imperial County who shall be the mayor of the city or a member of its city council; one member of the Board of Directors of the Imperial Irrigation District; and, one non-voting member appointed by the Governor representing the California Department of Transportation (Caltrans).

In addition to the responsibilities described above, the Commission provides direct management, administration and oversight for the following local and regional transportation programs:

- Imperial Valley Transit (IVT) System and its Intra City Circulator Service (Blue, Green and Gold Lines)
- IVT MedTrans (Non-Emergency Medical Demand Response Service to San Diego)
- IVT ACCESS (Americans with Disabilities Act - ADA Paratransit Service)
- IVT RIDE (Local - Demand Response Transit Service in Brawley, Calexico, El Centro, Imperial and the West Shores)
- Local Transportation Authority (Measure D Sales Tax Program) ...”

Other regional responsibilities include the administration and oversight of local demand response or “Dial-A-Ride” services managed and operated by the city of El Centro.

ICTC provides fixed route bus service throughout the County through the services of Imperial Valley Transit, which was created in 1989. Imperial Valley Transit began as a 5-route system with 3 buses running Monday through Friday. The passenger ridership initially averaged approximately 36,000 passengers annually and now serves almost 1 million unlinked trips and almost 10 million passenger miles annually.

The service is operated by First Transit, Inc. with funding provided annually through the Transit Finance Plan. The sources of the funding include, State Transit Assistance (STA), State Transportation Development Act (TDA), Federal 5311 and 5307 funds and local fare revenue.



The Federal Register of September 25, 1987, specifies that certain operating data must be collected from federally funded transit systems as part of the Section 15 Uniform System of Accounts and Records and Reporting System. One such required set of data that is required is an annual estimate of unlinked passenger trips and passenger miles that is reliable with 95 percent confidence to a margin of error of +/- 10 percent. The Urban Mass Transportation Administration and Federal Transit Administration (FTA) developed several suggested sampling techniques for collecting annual estimates of unlinked passenger trips and passenger miles. A transit agency may use a technique other than the UMTA recommended techniques as long as it meets the prescribed precision and confidence levels.

The bus routes of the Imperial Valley Transit System serve a primary corridor that includes Niland, Brawley, Imperial, Imperial Valley College, El Centro, Heber, and Calexico, with additional routes to Seeley and Holtville and “lifeline service” that includes Ocotillo, Winterhaven, and the Salton Sea. There are 11 two-directional routes with multiple trips daily (Monday through Friday), one two-directional route that operates on specific days only, and three circular routes that also operate daily. Service is offered on a reduced schedule on Saturdays and Sundays.

Rea & Parker Research is pleased to provide this proposed scope of work to ICTC, the primary objective of which is to obtain a scientifically valid and accurate estimate of passenger miles traveled in order to meet the conditions and requirements established by the National Transit Database (NTD) and the Federal Transit Administration (FTA). As such the counts are to represent 95 percent confidence in a margin of error not to exceed +/- 10 percent.

## **Data Requirements:**

As a condition of receiving federal transit grant funds, agencies are required to submit annual reports to the National Transit Database (NTD). The NTD requires numerous reporting items including the specific reporting of “services consumed”. This is done by counting passenger trips and passenger miles. Where 100% counts and passenger miles are not available, a statistically valid sampling technique is allowed. The result is an estimate based upon a sampling procedure. For Imperial Valley Transit a 100% count of passenger trips is maintained; however, data are not collected or maintained for passenger miles.

Imperial Valley Transit is, therefore, required to report annual unlinked passenger miles and trips to the Federal Transit Administration (FTA), **in a one-year sample (July 1, 2019-June 30, 2020)** stratified by average weekday (morning peak, midday, afternoon peak, and evening/night) average Saturday, average Sunday, and annual totals. Driver counts and ticket sales data do not suffice in this regard. The FTA provides concrete written guidelines for bus systems in order to meet the FTA required confidence of 95% that the data is accurate to within a +/-10% margin of error.

Rea & Parker Research proposes to prepare and apply the sampling methodology for Imperial Valley Transit so that the following requirements would be met:

1. Comply with FTA’s confidence and precision levels of 95%, +/-10% and be certified by an independent qualified statistician.
2. Allow Imperial Valley Transit to report unlinked passenger trips and passenger miles segregated by average weekday (morning peak, midday, afternoon peak, evening/night), average Saturday, average Sunday, and annual totals for each fiscal year.
3. Be cost effective and easy to implement and maintain under varying load scenarios and schedules.

## **Methodology (Scope of Work):**

### **Task 1: Finalize Project Work Program (Kickoff Meeting)**

Within five days of the issuance of a ‘Notice to Proceed’, Rea & Parker Research will meet with the designated representatives of Imperial Valley Transit and ICTC to: 1) review project objectives; 2) review the preliminary work program and make revisions recommended by ICTC; 3) identify the products and schedules (deliverables) associated with each task including measures to ensure Quality Assurance and Quality Control; 4) clarify and address any outstanding technical issues—in particular routes and stops; 5) establish formal lines of communication between Imperial Valley Transit and Rea & Parker Research; 6) determine content and format of routine progress reports, and 7) ensure that the methodology to be employed satisfies the requirements of the NTD and FTA.



One of the primary purposes of the initial meeting is to guarantee that all parties fully understand all decisions and analyses that will be undertaken using the final data. This phase of the meeting will focus on how the on-board procedure will obtain the information necessary to satisfy NTD/FTA requirements. This approach ensures that ICTC will receive from Rea & Parker Research findings that address and satisfy all research objectives.

Within 5 days of the initial project meeting, Rea & Parker Research will make any agreed upon changes to the work program, and submit a revised work plan to ICTC for review.

- Deliverables:*
- (1) *Conduct project kick-off meeting and provide written summary for the review by ICTC within three days of the meeting*
  - (2) *Revised Work Program (project objectives tasks, subtasks, and deliverables)*
  - (3) *Technical memo detailing data needs from the survey*

## **Task 2: Sampling Plan**

Rea & Parker Research will develop a detailed management plan for the project. The management plan will specify, for each task in the work program, personnel assignments, schedules, and milestones. The management plan will be subject to approval by ICTC.

Commonly, scientific statistical survey research relies upon well-established rules to select an appropriate sample size. These rules tie the necessary sample size closely to the population standard deviation (a measure of the mean distance from the various data points to the arithmetic mean of the data) under assumptions of randomness within that population.

While this methodology works well for telephone surveys or in-person studies, for instance, that examine opinions or other data about a population at some given moment or short period in time, it begins to be problematic when the study is focused upon a longer time frame because the broadening of the time perspective introduces a new source of data variability—namely changes in the population over time that do not occur in a shorter period.

It is this second source of variability that has led to much research in the field of transportation.

This research has been prompted largely by the FTA, which requires that transit systems receiving operating assistance from the federal government report system-wide annual estimates of boardings and passenger miles based upon statistically sound methods and satisfying accuracy requirements of +/- 10%. FTA has published circulars describing various approved methods for bus systems.

At the core of the FTA methodologies are multi-stage sampling techniques that address the different sources of data variability and determine a single overall variance (the square of the standard deviation) that can be used to determine the overall precision of the technique. FTA prescribes that an estimate of passenger miles within +/-10% (95% confidence) requires, as one option that has been

applied by Rea & Parker Research for Imperial Valley Transit in 2008-2009, 2010-2011, and 2013-2014 that 5-6 bus trips (depending upon the size of the bus system) be sampled every third day throughout the year in order to accommodate the two variances that are operating—among the riders between trips on a single day and among riders seasonally, over the course of the year. FTA also allowed that that two trips be sampled every day. Another FTA option included as many as 915 trips (15 trips every sixth day).

On April 7, 2015, the FTA withdrew its sampling circular 2710.1A and replaced it with a new NTD Sampling Manual. All individual bus trip data was tracked and recorded electronically by Rea & Parker Research in 2010-2011 and in 2013-2014 so that the new methodology could be applied when necessary, and when Circular 2710.1A was withdrawn, this change in sampling method was adopted by Rea & Parker Research.

Application of these data from prior years and the new methodology produced the following results using the NTD template (**Table 1**). The three methods (Base, APTL and PPMT) were shown to produce annual sample sizes of 410 (Base), 166 (APTL) and 554 (PPMT). The APTL (Average Passenger Trip Length) Option is available if the transit agency maintains a 100% count of unlinked passenger trips, estimates the average passenger trip length (APTL) through random sampling, and obtains annual PMT by multiplying the 100% UPT with the estimated APTL. Imperial Valley Transit meets all of these requirements. Rea & Parker Research selected the monthly sample of 14 randomly selected trips as the most efficient sampling method.

Rea & Parker Research contacted Matt Oliver who oversaw Imperial Valley Transit reporting to NTD to obtain his approval for using the APTL method. He confirmed that the historic agreement between our last sample and Imperial Valley Transit actual counts confirmed that the



counts are good ones and that we could use the APTL sampling technique based upon having good 100% counts.

In preparation for the commencement of the study and the sample selection, Rea & Parker Research entered each bus trip into an SPSS (Statistical Package for the Social Sciences) database as a code, indicating day of the week, week number in the period used for sampling, bus route number, and the number of the unique, unlinked trip on that day. After this was done, 14 trips were selected at random by SPSS for each month. The number of days upon which these 14 trips fell ranged from as low as 10 days to a maximum of 13 days in any given month. Over the course of the year, 168 trips were sampled on 114 days. The 2016-2017 sample proved to be an excellent subset of the total bus trip population (**Table 2**), where the only difference between the sample distribution and total bus trips that was of note was on Saturday.

<b>Table 1: 2016-2017 Sample Size by Options</b>			
		Sample Size by Frequency	Annual Realized Sample Size
1. Annual Frequency	1		
a) Base Option		410	410
b) APTL Option		166	166
c) PPMT Option		554	554
2. Quarterly Frequency	4		
a) Base Option		<b>103</b>	412
b) APTL Option		<b>42</b>	168
c) PPMT Option		<b>139</b>	556
3. Monthly Frequency	12		
a) Base Option		<b>35</b>	420
b) APTL Option		<b>14</b>	168
c) PPMT Option		<b>47</b>	564
4. Weekly Frequency	52		
a) Base Option		<b>8</b>	416
b) APTL Option		<b>4</b>	208
c) PPMT Option		<b>11</b>	572

**Table 2: 2016-2017 Sample and Total Distribution of Bus Trips**

Time Period	Sample Distribution	Actual Bus Trips 7/1/16-6/30/17
Weekday AM (before 9am)	26.2%	25.3%
Weekday Midday (9am-3pm)	31.0%	33.6%
Weekday PM (3pm-7pm)	30.3%	29.3%
Weekday Night (after 7pm)	1.2%	2.3%
Saturday	8.9%	7.3%
Sunday	2.4%	2.2%

**Table 3: 2019-2020 Sample Size by Options**

Sample Size by Frequency			
		By Period	Annual
1. Annual Frequency	1		
a) Base Option		322	322
b) APTL Option		138	138
c) PPMT Option		465	465
2. Quarterly Frequency	4		
a) Base Option		81	324
b) APTL Option		35	140
c) PPMT Option		117	468
3. Monthly Frequency	#		
a) Base Option		27	324
b) APTL Option		12	144
c) PPMT Option		39	468
4. Weekly Frequency	#		
a) Base Option		7	364
b) APTL Option		3	156
c) PPMT Option		9	468

**Table 3** depicts the application of 2016-2017 passenger sampling data to the National Transit Database template and indicates that the required number of trips to be sampled for boardings, alightings and passenger miles in 2019-2020 is 324 (Base), 144 (APTL) and 468 (PPMT). As such, using the same monthly methodology as was applied in 2016-2017, 12 randomly selected trips per month will be ridden, with the research personnel required to count all boardings and alightings at each stop and with project principals, Dr. Richard A. Parker and Dr. Louis M. Rea, performing the required passenger mile calculations.

In order to confirm this number of trips, Imperial Valley Transit's National Transit Database current contact (Lillian Pecoraro: [lillian.pecoraro.ctr@dot.gov](mailto:lillian.pecoraro.ctr@dot.gov)) was sent the following e-mail by Dr. Parker on February 8, 2019.

Last time we used the APTL monthly option and were instructed to do 14 trips per month for this system that has approximately 600 trips daily and much less on weekends--and about 10 million passenger miles.

If you do not mind, I have two questions:

1. Is a small decline in trips like this reasonable and possible for this type of system?
2. Imperial Valley Transit has added 7 new one-way trips to its daily total since the last study--approximately 1%. Does that fact cause me to have to alter the results above that were based upon 2016-17 data?

On February 12, 2019, Ms. Pecoraro replied:

- 1) If the sampling template gives this sample size, then this is the required number. Since the NTD validation team does not review the sampling plans, I cannot give an answer on how this compares to other systems.
- 2) You do not need to alter the results that were based on 2016-2017 data.

The final section of this proposal contains a list of qualifications, related experience and references for Rea & Parker Research including short, one-page resumes for Dr. Parker and Dr. Rea, who are both Professors Emeritus at San Diego State University.

### **Subtask 2.1: Sample Selection**

The first task in selecting the sample is to identify and assign a number to all one-way bus trips for each day. The main thing to remember is that a bus trip is a one-way trip and that express, trippers, shuttles, and other special trips (except charter, school bus, and demand-response) must be included.

In preparation for the commencement of the study, Rea & Parker Research will enter each bus trip into an SPSS (Statistical Package for the Social Sciences) database as a code, indicating day of the week, bus route number, direction and a sequential number for each trip on any given trip day. For example, Route 1--southbound on a Monday at 9:30am would be coded and entered as 1S-Mon-06, the sixth southbound Route 1 trip on weekdays and Saturday's 5:40pm Route 2--north would be coded 2N-Sat-09, the ninth Saturday Route 2 northbound trip.

SPSS would then randomly choose a sample that would be, in the case of Imperial Valley Transit, 3 trips per week, 12 trips per month, 35 trips per quarter or 138 trips for the year for the period July 1, 2019-to-June 30, 2020. **Rea & Parker Research has determined that the method that provides the least cost and greatest flexibility, if schedule changes are made during the course of the year, can be either the weekly sample or the monthly sample. This is the case because, although there is significant cost caused by having to pay 4 hours for what might be a shorter assignment, the other methods would lead to very irregular work days for on-board counting staff that may cause substantial turnover of personnel due to such irregularities in their schedules. This might lead to the need to pay premiums to retain employees during lengthier periods of little or no working days—the cost of which could exceed the cost of paying for 4 hours when less time is actually spent on the job. The monthly system worked very well in 2016-2017. Samples will be drawn, therefore, most likely using the monthly method.**

*Deliverable: (1) A technical memo documenting the development of the sampling/survey methodology*

### **Task 3: Develop Data Collection Deployment Plan**

Once the random trips are chosen, Rea & Parker Research will develop a plan for the deployment of data collectors on scheduled routes and buses to achieve this goal. This will be a relatively simple procedure on days when only one trip is randomly selected but will grow in complexity on days when more than one trip is to be sampled, involving plotting the most efficient manner that the surveyors can ride all of the randomly selected routes on such a day.

On board personnel will be given an assignment log (as depicted in the Exhibit A example) and trip sheets (Exhibit B example), as demonstrated on the succeeding pages. The assignment log will provide specific instructions about where to board each bus, where and when to exit, and if that trip was one that was selected for sampling. For each trip selected for counting, trip sheets will be provided onto which the Rea & Parker Research counting employee will record boardings and alightings. Counting personnel will also record the vehicle ID number for determining capacity.

The Rea & Parker Research supervisor, who will be based in the City of Imperial, will collect and distribute these forms to the counting personnel and send the manually completed forms twice per month to San Diego for data entry by Rea & Parker Research staff and math and logic checks by either Richard A. Parker, Ph.D. or Louis M. Rea, Ph.D. At that point in time, the manual information will be entered electronically, the distance between stops will added to the forms, and the total number of passenger miles sampled will be determined. A completed trip sheet (Exhibit C) also follows in the next pages for illustrative purposes. These completed forms will then be compiled into an Excel file that will maintain a running balance of counts and mileage. A sample

of that Excel file also follows (Exhibit D), and it is this format that applies the NTD sampling method.

*Deliverable: (1) A survey logistics plan including specific assignment date and detailed schedule for survey implementation*

## Imperial Valley Transit Passenger Sampling Assignment Log—EXHIBIT A

Assignment# <u>2-4/5</u>	Employee: _____
DATE: <u>August 12, 2016</u>	Day of Week: <u>Fri</u>

SPECIAL INSTRUCTIONS FOR REPORTING/FINISHING IF OTHER THAN FIRST OR LAST STOP			
Reporting Time:		Reporting Place:	
Finishing Time:		Finishing Place:	

### On-Board Bus Schedule

<u>Bus Route</u>	<u>Trip Serial #</u>	<u>Beginning Stop</u>	<u>Begin Stop Time</u>	<u>Last Stop</u>	<u>Last Stop Time</u>	<u>Bus Scheduled for Data Collection?</u>	<u>Special Instructions after Last Stop</u>
2n	2n-07	El Centro State & 7th	2:10p	Brawley E Street & Rio Vista	3:07p	<b>YES</b>	1+ hour break
2s		Brawley E Street & Rio Vista	4:19p	El Centro State & 7th	5:30p	<b>No</b>	
1s	1s-19	El Centro State & 7th	5:40p	Calexico Hacienda & Ollie	6:25p	<b>YES</b>	Stay on bus
1n		Calexico Hacienda & Ollie	6:35p	El Centro State & 7th	7:50p	<b>No</b>	

SURVEY TRIP SHEET—EXHIBIT B						# of Pages <u>1 of 2</u>	
(1) Trip Serial No. _____		(2) Date _____		(3) Day of Week _____		(4) Time Period _____	
(5) Route No. <u>2 north</u>		(6) Vehicle Inventory Number _____		(7) Total Capacity _____		(8) Seated Capacity _____	
(9)	(10)	(12)	(13)	(14)	(15)	(16)	(17)
Stop No.	Stop Description	Odometer Reading	Passengers Boarded	Passengers De-Boarded	Passengers On Board	Distance Between Stops	Passenger Miles (15) x (16)
1	State/7th				0		0
2	State/8th				0		0
3	State/14th				0		0
4	Imperial/Commercial				0		0
5	Imperial/Euclid				0		0
6	Bradshaw/Imperial				0		0
7	La Brucherie/Bradshaw				0		0
8	Aten / La Brucherie				0		0
9	Aten / Cross				0		0
10	Imperial Valley College				0		0
11	Barioni Ave./K St. (IID)				0		0
12	Imperial/9th				0		0
13	Pioneers Hospital--Brawley				0		0
14	Brawley--K St./ 2nd St.				0		0
15	Brawley--5th/G Street				0		0
16	Brawley--K St./S. 9th				0		0
0	(26) Capacity Miles (7) x (22)	Totals	0	0	0	0	0
0	(27) Seat Miles (8) x (22)						

**SURVEY TRIP SHEET—EXHIBIT C**

# of Pages 1 of 2

**SURVEY TRIP SHEET—EXHIBIT B**

# of Pages 2 of 2

<b>(1) Trip Serial No.</b> _____			<b>(2) Date</b> _____		<b>(3) Day of Week</b> _____		<b>(4) Time Period</b> _____	
<b>(5) Route No.</b> <u>2 north</u>			<b>(6) Vehicle Inventory Number</b> _____		<b>(7) Total Capacity</b> _____		<b>(8) Seated Capacity</b> _____	
<b>(9)</b>	<b>(10)</b>	<b>(12)</b>	<b>(13)</b>	<b>(14)</b>	<b>(15)</b>	<b>(16)</b>	<b>(17)</b>	
<b>Stop No.</b>	<b>Stop Description</b>	<b>Odometer Reading</b>	<b>Passengers Boarded</b>	<b>Passengers De-Boarded</b>	<b>Passengers On Board</b>	<b>Distance Between Stops</b>	<b>Passenger Miles (15) x (16)</b>	
17	Brawley--K St./S. Palm St.				0		0	
18	Brawley--Palm St. / J St.				0		0	
19	Brawley--S. Main St. / Palm				0		0	
20	Brawley--Main St/Cesar Chavez				0		0	
21	Brawley--Main/3rd St.				0		0	
22	Brawley--E St./Rio Vista				0		0	
23	Westmorland--Center/Main				0		0	
24	Westmorland--Center/6th				0		0	
25	Calipatria--Main St. / Park				0		0	
26	Calipatria--111/Main				0		0	
27	Niland--111/Main				0		0	
0	(26) Capacity Miles (7) x (22)	Totals	0	0	0	0	0	
			(20)		(21)	(22)	(23)	
0	(27) Seat Miles (8) x (22)			Mean On Board	0			



(1) Trip Serial No. 2n07		(2) Date 8-12-16		(3) Day of Week FRI			(4) Time Period MID	
(5) Route No. 2 north		(6) Vehicle Inventory Number 1215		(7) Total Capacity 80			(8) Seated Capacity 40	
(9)	(10)	(12)	(13)	(14)	(15)	(16)	(17)	
Stop No.	Stop Description	Odometer Reading	Passengers Boarded	Passengers De-Boarded	Passengers On Board	Distance Between Stops	Passenger Miles (15) x (16)	
1	State/7th	81951.7	16		16	0.5	8	
2	State/8th				16		0	
3	State/14th	81952.2	1		17	0.3	5.1	
4	Imperial/Commercial	81952.5	1	2	16	1	16	
5	Imperial/Euclid				16		0	
6	Bradshaw/Imperial	81953.5	2	2	16	0.3	4.8	
7	La Brucherie/Bradshaw	81953.8	1	2	15	9	135	
8	Aten / La Brucherie				15		0	
9	Aten / Cross				15		0	
10	Imperial Valley College	81962.8	6	2	19	4.8	91.2	
11	Barioni Ave./K St. (IID)				19		0	
12	Imperial/9th	81967.6	1	1	19	8.6	163.4	
13	Pioneers Hospital--Brawley	81976.2	1	1	19	1.3	24.7	
14	Brawley--K St./ 2nd St.	81977.5		1	18	1.2	21.6	
15	Brawley--5th/G Street				18		0	
16	Brawley--K St./S. 9th				18		0	
2160	(26) Capacity Miles (7) x (22)	Totals	29	11	272	27	469.8	
1080	(27) Seat Miles (8) x (22)							

**SURVEY TRIP SHEET—EXHIBIT C**

						# of Pages 2 of 2	
(1) Trip Serial No. n07		(2) Date 8-12-16		(3) Day of Week FRI		(4) Time Period MID	
(5) Route No. 2 north		(6) Vehicle Inventory umber 1215		(7) Total Capacity 80		(8) Seated Capacity 40	
(9)	(10)	(12)	(13)	(14)	(15)	(16)	(17)
Stop No.	Stop Description	Odometer Reading	Passengers Boarded	Passengers De-Boarded	Passengers On Board	Distance Between Stops	Passenger Miles (15) x (16)
17	Brawley--K St./S. Palm St.	81978.7		1	17	0.4	6.8
18	Brawley--Palm St. / J St.				17		0
19	Brawley--S. Main St. / Palm	81979.1	3	2	18	1	18
20	Brawley-Main St/Cesar Chavez				18		0
21	Brawley--Main/3rd St.	81980.1	2		20	0.6	12
22	Brawley--E St./Rio Vista	81980.7		20	0		0
23	Westmorland--Center/Main				0		0
24	Westmorland--Center/6th				0		0
25	Calipatria--Main St. / Park				0		0
26	Calipatria--111/Main				0		0
27	Niland--111/Main				0		0
2320	(26) Capacity Miles (7) x (22)	Totals	34	34	362	29	506.6
			(20)		(21)	(22)	(23)
1160	(27) Seat Miles (8) x (22)			Mean On Board	24.62068966		

**EXHIBIT D**

# EXCEL COMPUTERIZD TRIP-BY-TRIP DATA ENTRY

Day of Week	Month #	Route	Time Period	Boarded-UPT	Sum of Boardings	On-Board	Sum of On-Board	Bus Trip Distance	Sum of Distance	Passenger Miles=PMT	Sum of PMT	Capacity Miles	Sum of Capacity Miles	Seat Miles	Sum of Seat Miles	PPMT	AUPTL	PMT/PPMT	
																	8.45		
																	579.	384	0.044
Tues	1	1s	2	26	26	204	204	14.4	14.4	219.8	219.8	1152	1152	576	576		536	615	8634
																	9	4	07
																	133		0.044
Weds	1	1s	2	34	60	309	513	14.4	28.8	311.5	531.3	1152	2304	576	1152		7.39	8.85	8634
																	3	5	07
																	8.67		
Weds	1	Green	3	9	69	110	623	16.6	45.4	67	598.3	332	2636	332	1484		153	101	0.044
																	8.00	449	8634
																	2	3	07
Thurs	1	21n-IVC	1	15	84	124	747	15.3	60.7	187.6	785.9	1224	3860	612	2096		187	238	8634
																	2.35	1	07
Mon	1	2n	2	55	139	618	1365	25.7	86.4	796.9	1582.8	2056	5916	1028	3124		309	870	0.044
																	8.29	503	8634
																	3	6	07
Fri	1	1n	3	40	179	464	1829	19.8	106.2	313.9	1896.7	1584	7500	792	3916		398	960	0.044
																	9.88	893	8634
																	9	9	07
Thurs	1	2n	2	41	220	326	2155	26.5	132.7	399.2	2295.9	2120	9620	1060	4976		490	359	0.044
																	3.77	090	8634
																	4	9	07
Fri	1	Green	3	3	223	16	2171	16.5	149.2	9.8	2305.7	330	9950	330	5306		497	394	0.044
																	0.64	618	8634
																	3	8	07
Fri	1	2s	3	24	247	328	2499	52.3	201.5	437.6	2743.3	4184	14134	2092	7398		550	064	0.044
																	5.60	777	8634
																	1	3	07
Sat	1	1n	5	47	294	545	3044	19.9	221.4	360.1	3103.4	1592	15726	796	8194		655	557	0.044
																	3.22	823	8634
																	5	1	07

#### **Task 4: Design On Board Count Instruments/Project Management**

This task will commence after completion of Tasks 1 and 2 and will be performed simultaneously with Task 3. The quality of data collection personnel is a critical factor for the successful implementation of on-board surveys and counts. Therefore, personnel training will include, at a minimum, 1) specific purposes of the study; 2) detailed instruction in the construction of the data instrument and how to administer it; 3) the derivation of the sample and sampling frame in order to emphasize the importance of each selected trip; 4) how and where to pick up and deliver the study instruments each working day; 5) details regarding the purposes of specific questions; 6) detailed description of procedures to follow if problems are encountered during the administration of the survey instrument; 7) procedures for contacting supervisors; 8) guidelines regarding the interpersonal aspects of the survey and proper behavior; and 9) the importance of cleanliness and proper attire.

On-Board personnel will be selected from a pool of available personnel utilized by Rea & Parker Research in Imperial County for previous studies.

Rea & Parker Research will recruit, train, and supervise a sufficient number of data collectors to accomplish the data collection work in a cost-effective and timely manner. The surveying team will board each sample trip at the first stop and ride that bus to the last stop on its trip. They will then be routed by Rea & Parker Research to another sample trip or to return to their original starting bus stop. A field supervisor, based locally for the duration of the project, will observe each surveyor under actual conditions in order to identify and correct any inappropriate behaviors/ techniques. ICTC and Imperial Valley Transit staff may, at times, accompany and observe the supervisors and survey personnel.

#### **Task 5: Conduct Data Collection**

Rea & Parker Research will be responsible for the scheduling and deployment of field personnel (on-board data collectors), and will be responsible for coordinating all field data-collection activities including the collection of completed forms each working day. A locally-based field supervisor will be assigned to ensure that on-board surveyors are following instructions. Rea & Parker Research is also responsible for working with Imperial Valley Transit and First Transit., as appropriate, to ensure that the study is conducted with due consideration to bus operations logistics. During the conduct of the survey, Rea & Parker Research will immediately report any major problems to the Imperial Valley Transit Project Manager and will quickly work to correct the problem.

As passengers board the bus at each stop, on-board data collectors will count all boarding passengers. At the same stop, all alighting passengers will be tallied. Between stops the number of passengers on board will be counted and used as a check against the boarding and alighting counts. These counts will be entered manually on the applicable Survey Trip Sheet.

Data collectors are expected to be pleasant, professional, and thoroughly well trained in their role at the commencement of the project. Data collectors who are performing below standard will be retrained and their work will be repeated. Those who make consistent errors or who consistently do not follow training procedures will be dismissed.

*Deliverable: (1) Summary of forms returned from the field*

#### **Task 6: Data Entry and Processing**

Data will be statistically compiled from the Survey Trip Sheets for analysis by the Microsoft Excel and Statistical Package for the Social Sciences (SPSS) software. Each data collection form will be entered as its own individual record after it is thoroughly checked for inconsistent entries and omissions. The data will be input in such a manner as to assure Imperial Valley Transit that invalid responses will be identified and corrected.

Three forms are required to be used for data input:

- 1) Survey Trip Sheet (Exhibit B—filled out by counters)
- 2) Exhibit C—computerized entry by Rea & Parker Research
- 3) Trip-by-Trip Data Entry Sheet (Exhibit D)

The completed Survey Trip Sheet shown above is the cleaned, checked, and computerized input from the on-board data collector that is compiled for each trip. At the end of each week, all Survey Trip Sheets for that week are aggregated onto the Trip-by-Trip Data Entry Sheet, which cumulatively tallies total count and passenger mile data over the course of the study.

*Deliverables: (1) “Cleaned”, fully coded data set  
(2) Collection records (Survey Trip Sheets and Daily Record Sheets) entered into electronic data base*

(3) *Technical memorandum documenting methods used to check the data for quality and consistency*

## **Task 7: Final Report**

Rea & Parker Research will prepare a report of findings in draft form and submit it to ICTC for comment. Based upon the comments received from ICTC, Rea & Parker Research will prepare the final report. The final report will consist of a detailed methodological presentation in two versions—one for the entire system and one disaggregated for urban and rural routes, and a summary of the findings contained on that form—a sample of which follows form 406A below.

Prior years' Passenger Mile Sampling utilized FTA Form 406A to compile and compute the Daily Trip-by-Trip Excel file totals for the year and to display the final results for the yearlong study.<sup>1</sup> Despite the fact that this is no longer used for NTD reporting purposes, the use of Form 406A facilitates comparisons among the study years and is, therefore, very informative for Imperial Valley Transit apart from reporting requirements.

### *Deliverables:*

- (1) *Draft Report*
- (2) *Final Report (5 copies)*
- (3) *Electronic copy of the final report*
- (4) *All data sets in electronic format*

<sup>1</sup> The original Form 406A was modified from its published version to accommodate the requisite weighting and to correct some errors in the form. The original Form 406A follows on the next page, with errors noted by yellow highlight. These errors were as follows:

- 1) Lines 11-12 on the original were repeats of lines 9-10 rather than the data shown on the modified Form 406A on lines 12-13, which was the clear intent, and
- 2) Line 10 on the original is shown as being calculated by dividing line 1 by line 7; whereas, the correct determination is line 4 divided by line 7

Form 406A (Modified)  
ANNUAL PASSENGER MILES: IMPERIAL VALLEY TRANSIT

Fiscal Year

07/01/16--06/30/17

Line No.	ITEM	WEEKDAYS				SATURDAY	SUNDAY	SAMPLE	WEIGHTED
		AM PEAK	MIDDAY	PM PEAK	NIGHT			TOTAL	TOTAL
1	(20) Passengers Boarded	1035	1592	1096	75	344	92	4234	
2	(21) Passengers on Board	9741	15027	9763	664	3455	1045	39695	
3	(22) Bus Trip Distance	912.9	1148.3	1180.6	38.9	89.1	821.2	4191	
4	(23) Passenger Miles	12240.4	13739.4	10908.6	439.7	3727.7	967.8	42023.6	
5	(26) Capacity Miles	58326	75316	69644	3112	28210	7118	241726	
6	(27) Seat Miles	31614	40412	38950	1556	14402	3564	130498	
7	(28) Trips in Sample	44	52	51	2	15	4	168	
8	(29) Total Number of Bus Trips	10526	13923	12138	942	3016	900	41445	
9	WEIGHTS**	0.969723292	1.08534202	0.964748462	1.909229099	0.815036796	0.912052117		
	Sample Averages								
10	Unlinked Passengers (Boardings) per Trip (1/7)	23.52	30.62	21.49	37.50	22.93	23.00	25.20	
11	Passenger Miles per Trip (4/7)	278.19	264.22	213.89	219.85	248.51	241.95	250.14	
12	Capacity Miles per Trip (5/7)	1325.59	1448.38	1365.57	1556.00	1880.67	1779.50	1438.85	
13	Seat Miles per Trip (6/7)	718.50	777.15	763.73	778.00	960.13	891.00	776.77	
14	% Passenger Miles to Seat Miles per Trip (11/13)	0.387	0.340	0.280	0.283	0.259	0.272	0.322	
15	% Passenger Miles to Capacity Miles per Trip (11/12)	0.210	0.182	0.157	0.141	0.132	0.136	0.174	
	Annual Totals (weighted by number of trips)								
16	Annual Unlinked Passenger Trips (10*8)	247600	426258	260848	35325	69167	20700		1,039,198
17	Annual Total Passenger Miles (11*8)	2928237.51	3678724.35	2596246.80	207098.70	749516.21	217755.00		10,159,823.57

## Brief Recap of Results 2016/2017 Study

By time period, average boardings per trip for 2016-2017 are shown to be:

- 23.5 passengers per trip on 44 morning peak hour bus trips in 2016-2017 (prior to 9:00 a.m.) in contrast to 21.7 passengers on sampled weekday a.m. peak hour bus trips in 2013-2014.
- 30.6 boardings per trip on 52 sampled midday weekday trips (9:00 a.m.—3:00 p.m.) in 2016-2017. This is essentially the same as it was in 2013-2014 (30.7 boardings).
- 21.5 boardings per trip on 51 weekday p.m. peak bus trips (3:00 p.m. –7:00 p.m.) in 2016-2017—22.3 boardings per sampled trip in 2013-2014.
- Saturdays averaged 22.9 boardings per 2016-2017 sampled trip (15 sampled trips)—2013-2014 = 26.6 boardings per sampled trip.
- Weekday night bus trips (after 7:00 p.m.) and Sunday service had sample sizes too small to draw any reliable conclusions.

Referring again to Form 406A, total boardings by time period in 2016-2017 are as follows:

- Passenger boardings in weekday morning peak hours increased 25.6 percent from 2013-2014 and passenger miles increased 29.6 percent. There were 247,600 unlinked boardings annually during weekday a.m. peak periods, traveling 2,928,238 miles. Corresponding totals from 2013-2014 were 197,553 unlinked boardings and 2,261,968 passenger miles.
- Peak riders during the weekday p.m. periods total 260,848 and 2,596,247 passenger miles, increases of 17.1 percent in boardings and 15.3 percent in passenger miles from 2013-2014 (222,668 boardings and 2,252,668 miles).
- Weekday midday boardings in 2016-2017 totaled 426,258 and 3,678,724 passenger miles 363,135, increases of 17.4 percent in boardings and 4.0 percent in passenger miles. In 2013-2014, there were 363,135 unlinked boardings and 3,678,724 passenger miles.
- Saturday travel did not experience these same increases. Saturdays had 69,167 boardings (decline of 4.0 percent from 72,071 boardings in 2013-2014) and 749,516 passenger miles (5.4 percent decline from 792,071 miles in 2013-2014).
- As is the case above, Sundays and weekday nights have samples that are too small to permit conclusions about those time periods.

Imperial Valley Transit vehicles experience their highest percentage occupancy (Line 14) during weekday morning peak hours, with 38.7 percent of seat miles occupied (2013-2014 = 34.2 percent), followed by the weekday midday period (34.0 percent; whereas in 2013-2014 = 41.1 percent). Saturdays display the lightest occupancy (25.9 percent of seat miles in 2016-2017 versus 24.6 percent in 2013-2014).

Overall, for all buses, 32.2 percent of seats miles were occupied with 17.4 percent of the combined seated and standing capacity occupied. In 2013-2014, the corresponding occupancies were somewhat higher at 34.7 percent of seat miles and 20.7 percent of seated and standing capacity, again reflecting the increased number of bus trips since the 2013-2014 study.



## PROPOSED PROJECT SCHEDULE

Task	Commencement Date	Completion Date
<b>1. Formal Work Plan</b>	<b>Week 1</b>	<b>Week 2</b>
<b>2. Sampling Plan</b>	<b>Week 2</b>	<b>June 1, 2019</b>
<b>3. Data Collection Deployment Plan</b>	<b>Week 2</b>	<b>June 1, 2019</b>
<b>4. Design On-Board Data Collection Instruments</b>	<b>Week 2</b>	<b>April 1, 2019</b>
<b>5. Conduct On-Board Data Collection</b>	<b>July 1, 2019</b>	<b>June 30, 2020</b>
<b>6. Data Entry and Processing</b>	<b>August 1, 2019</b>	<b>July 15, 2020</b>
<b>7. Final Report</b>	<b>July 1, 2020</b>	<b>July 31, 2020</b>

## COMMITMENT FROM REA & PARKER RESEARCH

Rea & Parker Research makes the following promises as part of this proposal:

- Rea & Parker Research will not directly nor indirectly possess any interest in the information obtained in this study and will not make any use of this information without the written consent of the Imperial County Transportation Commission;
- Rea & Parker Research will not disclose any confidential information obtained in this study (other than under subpoena to do so).
- Rea & Parker Research will return or destroy, as requested by ICTC, all property of Imperial Valley Transit and ICTC to which Rea & Parker Research has had access during the course of this study;

Further, Rea & Parker Research is committed to keeping the lines of communication open as the project moves forward. To that end, Rea & Parker Research will provide the ICTC Project Manager with frequent progress reports. By using key senior staff members to implement the tasks described above, Rea & Parker Research promises to provide consistency and superior professionalism in its consulting services to its clients in general, and to ICTC, in particular, for this project.

## COST AND PRICE PROPOSAL

Rea & Parker Research proposes to perform all tasks described in the Scope of Work for a fixed price of \$99,500, payable according to the schedule below:

<b>July 1, 2019</b>	<b>\$17,500</b>
<b>August 1, 2019 through July 1, 2020</b>	<b>\$6,000 per month</b>
<b>August 1, 2020</b>	<b><u>\$10,000</u></b>
<b>TOTAL</b>	<b>\$99,500</b>

## Qualifications, Related Experience and References of Rea & Parker Research

### Profile of Firm

Rea & Parker Research is a statistical sample and market research and economic consulting firm based in San Diego, California, with facilities in Los Angeles and Orange County. It was founded by Louis M. Rea, Ph.D., and Richard A. Parker, Ph.D., in 1984 and has grown into a well-respected, financially stable, and substantial research organization with clients throughout the State of California and the Southwest who will attest to the firm's ability to deliver a quality product within the originally designated budget and in accordance with the contracted time schedule.

With particular reference to the current project, the references below will indicate a wealth of experience in statistical methodology and transportation research conducted for major public agencies in Southern California and the State of California.

Rea & Parker Research principals are also Emeritus Professors in the School of Public Affairs at San Diego State University. Besides teaching at the San Diego campus, Dr. Parker taught graduate courses at the Calexico campus from 1991-to-2014 and Dr. Rea was Director of the Department of Public Administration during that time frame.

Richard A. Parker, PhD. And Louis M. Rea, Ph.D. are co-authors of a highly successful book, *Designing and Conducting Survey Research: A Comprehensive Guide*, published by Jossey-Bass/Wiley Publishers in 1992, with a second edition published in 1997, a third edition published in 2005, and a fourth edition in 2014.

Rea & Parker Research utilizes the university offices and state-of-the-art computer facilities, along with access to renowned scholars and reference material when necessary. Rea & Parker Research is a division of Rea & Parker, Incorporated, a California corporation—incorporated in 1985 (Fed ID: 33-0156230). Its home office in San Diego is located at 4875 Casals Place, San Diego, CA 92124 (mailing address: P.O. Box 421079, San Diego, CA 92142-1079). Telephone numbers for Rea & Parker Research are 858-279-5070 and 858-279-1170 (fax). The website is [www.rea-parker.com](http://www.rea-parker.com).

Quantitative and Qualitative Research Clients of Rea & Parker Research include:

- State of California--Senate Rules Committee

- State of California--Senate Special Committee on Border Issues
- State of California--Office of the Auditor General
- State of California--Office of the Attorney General
- Los Angeles County Metropolitan Transportation Authority
- Southern California Regional Rail Authority (Metrolink)
- Orange County Transportation Authority
- California Department of Transportation (CALTRANS)
- Bay Area Rapid Transit
- Metropolitan Transit System (San Diego Transit)
- North County Transit District
- Fresno Area Express
- Gold Line Authority (Los Angeles MTA)
- Southern California Association of Governments (SCAG)
- San Diego Association of Governments (SANDAG)
- San Diego Gas & Electric
- San Diego County Sheriff's Department
- San Diego County Water Authority
- San Diego Unified School District
- Poway Unified School District
- Imperial Irrigation District
- Otay Water District
- Vallecitos Water District
- University of California-Berkeley
- University of California-Los Angeles
- University of California-Davis
- County of Orange
- County of San Diego
- City of San Diego
- City of San Diego Housing Commission
- City of Escondido
- City of Carlsbad
- City of Poway
- City of Davis
- City of St. Helena
- City of Dana Point
- City of Oceanside
- Imperial Valley Association of Governments
- Imperial County Transportation Commission
- Imperial Valley Transit
- Santa Clarita Transit
- Santa Monica Municipal Bus Lines
- Culver CityBus
- Foothill Transit
- El Monte Transit
- Torrance Transit
- Cerritos on Wheels
- Commerce Transit
- Los Angeles Commuter Express
- Pasadena ARTS
- Carson Circuit
- Alhambra Transit

- Clovis Stageline
- Riverside Transit Agency
- San Diego County Law Library
- City Heights Community Development Corporation (City of San Diego)
- Centre City Development Corporation (City of San Diego)
- North Park Main Street Association (San Diego)
- San Luis Rey Indian Water Authority
- California Center for Sustainable Energy
- Costco Wholesale Corporation
- Safeway, Inc.

Economic Research Clients:

- State of California--Senate Rules Committee
- State of California--Senate Special Committee on Border Issues
- State of California--Office of the Auditor General
- State of California--Office of the Attorney General
- California Department of Transportation (CALTRANS)
- Southern California Gas Company
- San Diego County Sheriff's Department
- San Diego Unified School District
- San Diego Gas & Electric
- Southern California Gas Company
- Pardee Construction Company
- San Diego Aircraft Carrier Museum Foundation
- Westbrook Development
- Genstar Development
- Laing Urban
- Pacific Century Development
- Subway, Inc.
- Westfield Shopping Centers
- Shea Properties
- City of San Diego
- City of San Diego Housing Commission
- City of Carlsbad
- City of Poway
- City of Holtville
- Southern California Association of Governments
- Imperial Valley Association of Governments
- San Diego County Taxpayers Association
- California Center for Sustainable Energy
- City Heights Community Development Corporation (City of San Diego)
- Centre City Development Corporation (City of San Diego)
- La Jolla Band of Mission Indians
- Viejas Enterprises
- Foxwoods Development
- Big Pine Paiute Economic Development Corporation
- Joint Labor/Management Committee-Retail Food Industry
- San Diego/Imperial Counties Labor Council AFL-CIO
- Southwest Strategies, LLC
- Stirling Enterprises

- Ivey Ranch Development Company
- Pacifica Companies
- Pacific Beachfront Resort
- Housing Solutions Alliance
- Smart Growth Coalition—National City
- Rancho Guejito Corporation
- Seacoast Inn
- Shopoff Group
- Mercado Barrio Logan
- Accretive Investments
- Mortgage Electronic Registration System, Inc. (MERS)
- Chelsea Investment Corp.
- Border Communities Capital Corp.
- Cox Communications
- Regency Shopping Centers
- Clinicas de Salud del Pueblo
- San Diego County Lifeguard Services/Fire-Rescue Department

## **Related Experience**

The following projects demonstrate the capability and experience of Rea & Parker Research to conduct projects related to the project at hand – Transportation Statistical Methodology and On-Board Research.

### **IMPERIAL COUNTY TRANSPORTATION COMMISSION/IMPERIAL VALLEY TRANSIT/COUNTY OF IMPERIAL**



- Conducted July, 2008-June, 2009, July, 2010-June, 2011, July, 2013-June, 2014, and July 1, 2016-June 30, 2017 Annual Passenger Mile Sampling analyses and reports. These analyses randomly selected bus trips in accordance with NTD recommended methodology, thereby identifying the number of riders, passenger miles, weekday/weekend breakdowns, and time of day breakdowns for required annual reporting to the FTA (95 percent confidence/+/- 10 percent).

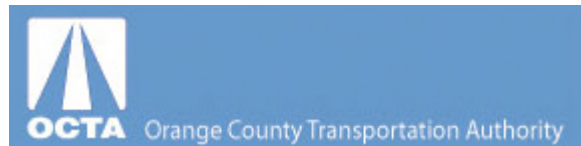
**Project Manager: Kathi Williams**  
**Imperial County Transportation Commission**  
**1503 N. Imperial Ave. Suite 104**  
**El Centro, CA 92243 760-592-4494**

### **SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY (METROLINK)**



- Determined the requisite two-stage sample for National Transit Database/Federal Transportation Agency requirements for annual passenger and mileage calculations. The sampling technique was created to meet the FTA confidence level of 95 % and precision level of +/- 10 %.
- Devised methodology and obtained precise counts of passenger boardings and alightings at each station for each train in the Metrolink train system
- Conducted a 3,500 person rider/on-board sample survey regarding customer satisfaction for the Southern California Regional Rail Authority (Metrolink). Analysis included comparative data analysis of trends from the earlier rider/on-board surveys.
- Computerized, analyzed, prepared final report, and presented findings for 6000 rider/on-board rail passenger surveys for the Southern California Regional Rail Authority (Metrolink) regarding customer satisfaction. Analysis included comparative data analysis of trends from previous rider/on-board surveys.

## ORANGE COUNTY TRANSPORTATION AUTHORITY/METROLINK



- Bus stop survey of 2300 OCTA bus passengers to assess satisfaction and communication opportunities.

**Project Manager: Stella Lin (Marketing Manager)**  
**Orange County Transportation Authority**  
**550 South Main Street**  
**Orange, CA 92863**  
[eburton@octa.net](mailto:eburton@octa.net) Tel: 714.560.5342

- The Authority assessed attitudes, opinions, and proposals about existing rail service, especially with regard to the potential for enhancing and coordinating intercity and commuter passenger rail services currently provided by Metrolink, the Coaster, and Amtrak. The project entailed the design and implementation of four focus groups – 2 groups of rail transit users and 2 groups of non-users. Perceptions about current service characteristics as well as new service strategies were elicited.

**Project Manager: Ellen Burton (Executive Director External Affairs)**  
**Orange County Transportation Authority**  
**550 South Main Street**  
**Orange, CA 92863**  
[eburton@octa.net](mailto:eburton@octa.net) Tel: 714-560-5923

- Conducted intercept counts of passengers boarding and alighting Metrolink and Amtrak trains at Oceanside, San Clemente, San Juan Capistrano, Laguna Niguel/Mission Viejo, Tustin, Irvine, Santa Ana, Orange, Anaheim, Fullerton, Anaheim Hills, Norwalk, and Commerce rail stations, including all tabulation and data input as well as detailed statistical analysis and analytical report.
- Conducted CenterLine Customer Profile for the Orange County Transportation Authority involving intercept surveys of 8,800 potential urban light rail users and 1,500 telephone survey interviews. Final analysis assessed likely ridership, preferred destinations, trip purposes, demographic and psychographic profiles of potential light Metro Rail ridership.
- Conducted 2,000 person rider/on-board bus survey for the Orange County Transportation Authority regarding monthly, weekly, and daily bus pass sales. Prepared questionnaire, administered survey, counted passengers, analyzed data in order to assess potential for expanding bus pass sales.
- Counts and safety observations on weekends and weekdays at 53 at-grade rail crossings in Orange County between Fullerton and San Clemente. Final report, which also included stakeholder interviews and 600-person survey documented and identified crossings and times where safety of pedestrians and automobiles were most at risk.

## **SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS**

- Conducted Imperial County Cross-Border Survey that interviewed in-person 5200 pedestrian, passenger vehicle, and commercial truck U.S.-Mexico border crossers at three ports of entry in Imperial County. Surveys were produced for each of those different modes of crossing the border at Calexico downtown, Calexico East, and Algodones/Andrade (Yuma). Interviews were accompanied by 24 hour counts of all vehicle, truck, and pedestrian movement through the ports of entry in both directions.

### **Project Manager:**

**Mike Ainsworth**  
**Southern California Association of**  
**Governments**  
**3600 Lime Street**  
**Riverside, CA 92501    Tel: 213-236-1947**

## **RIVERSIDE TRANSIT AGENCY**

Sample survey of 8,700 passengers of entire RTA system, including contract operations, obtained with full counts and time checks against schedule. Survey information obtained included origin/destination, trip purpose, customer satisfaction, frequency of travel.

**Project Managers:**     **Steve Scibuola**  
                                  **IBI Group**  
                                  **701 B Street**  
                                  **Suite 1170**  
                                  **San Diego, CA 92101**     **Tel. 619-234-4110**



## **LOS ANGELES COUNTY METROPOLITAN TRANSPORTATION AUTHORITY**



- On-Board satisfaction, travel patterns, fare media, and demographics of 35,000 bus riders on LACMTA buses and those of 12 municipal transit operators within Los Angeles County (**Alhambra Community Transit, Culver City Bus Lines, Commerce Transit, Pasadena ARTS, Cerritos-On-Wheels (COW), Santa Monica Big Blue Bus, Los Angeles Commuter Express, Santa Clarita Transit, Torrance Transit, Carson Circuit, El Monte Trolley, and Foothill Transit**).
- Detailed follow-up telephone survey of 2,500 weekday riders of MTA and 12 municipal operators expanding upon demographics, satisfaction, problem occurrence, importance/concern, travel behavior, use of MTA website, customer service, and marketing media and messages.
- On-Board satisfaction, travel patterns, fare media, and demographics for 15,000 urban rail users
- Detailed follow-up telephone survey of 1,000 weekday and weekend riders of Metro Rail expanding upon demographics, satisfaction, problem occurrence, importance/concern, travel behavior, use of MTA website, customer service, and marketing media and messages.
- On-Board and telephone surveys of Metro Gold Line riders about expansion of line eastward. Also surveyed were bus riders on connecting lines, bicycle riders and residents within walking distance of new line.

**Project Manager:**



**Bill Delo  
IBI Group  
18401 Von Karman Avenue, Suite 110  
Irvine CA 92612  
(949) 833 5588**

#### **SAN DIEGO METROPOLITAN TRANSIT SYSTEM/SANDAG**

- Weekend Contract service passenger counts and ride check for entire transit system. Counts provided by stop, including time checks, road conditions.
- Survey San Diego-Tijuana border crossers who park on US side in order to identify potential amenities and corresponding cost increases for that market.
- Transfer analysis at two stations on San Diego Trolley Orange Line that are considering relocating buses.

#### **Project Manager:**

**Tuere Faaola  
IBI Group  
701 B Street  
Suite 1170  
San Diego, CA 92101      Tel. 619-234-4110**



#### **NORTH COUNTY TRANSIT DISTRICT**

- Survey of commuters and residents at Camp Pendleton Marine Base in order to assess commute patterns and market for potential rail station on base.

#### **FRESNO AREA EXPRESS (FAX)**

- Conducted an on-board origin/destination survey of customers of the primary bus system in Fresno – the Fresno Area Express – 3700 completed surveys.
- Conducted an intercept/on-board survey of customers of the Fresno Area Express in 2014 and 2018 to determine customer satisfaction with the bus system – 1500 and 1800 completed surveys.

**Project Manager:**  
**Judith Nishi**  
**Community Coordinator**  
**City of Fresno, Department of Transportation**  
**Fresno Area Express (FAX)**  
**2223 G. St.**  
**Fresno, CA 93706**  
**(559) 621-1455**



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### **Selected Other Transportation Research Projects of Rea & Parker Research**

#### **Orange County Transportation Authority**

- Marketing program consultant including two 600 person surveys among Latino and senior residents of Orange County and 12 focus groups to identify market-enhancing opportunities for transit service.
- Prepared Multi-Cultural Market Assessment Study for transportation services in Orange County. Formulated baseline data and marketing strategies for long- and short-term transportation related issues facing Orange County's diverse multi-cultural communities, with particular emphasis upon Hispanic and Vietnamese communities. Administered three different statistical surveys including intercept and rider/on-board formats, each in English, Spanish, and Vietnamese.
- Conducted Vietnamese ridership study, including in-person intercept survey, telephone sample survey, and focus group among Vietnamese community leaders regarding current bus service and future transit needs in the Vietnamese areas of Orange County.
- Sample survey of 400 bicycle commuters.
- Focus groups among senior/disabled bus riders and full fare bus riders concerning proposed restructuring of bus fares.
- Roundtable meetings with coach operators and social service agency representatives.
- Public participation portion of Orange County Bus Improvement Project (BUSLINK).
- Focus group discussions with Metrolink commuter rail users and non-users within Orange County.

- Focus group discussions with clients of ACCESS paratransit service for purposes of identifying the viability of alternative transportation options.
- Focus groups among users of ACCESS for purposes of refining six strategies for providing a financially viable service to ACCESS customers and prepared formal final report.
- Roundtable discussions concerning the implementation of changes in the ACCESS system pertaining to reservations, eligibility, schedule, rates, pick-up and delivery policy, etc., and prepared formal final report.
- Focus group discussions concerning Master Plan of Countywide Commuter Bikeways and prepared final report.
- Focus group and roundtable discussions with community leaders, general public, and representatives of goods movement/freight industry regarding long-range transportation planning in Orange County.
- Focus groups among businesses and residents of Orange County concerning recommended Corridor (Fullerton-Irvine) Transportation Strategy.
- Focus groups among residents of northern, central, and southern Orange County regarding the FastForward long-range transportation.
- Roundtables and focus groups concerning routing issues and public support for the CenterLine urban light rail system proposed for Orange County.
- Focus groups among Metrolink/Amtrak riders to determine expansion and marketing strategies.
- 600-person survey and key stakeholder interviews concerning safety issues in Orange County at 53 at-grade rail crossings between Fullerton and San Clemente.

#### **Southern California Regional Rail Authority (METROLINK)**

- Conducted focus groups with student riders and potential riders of Metrolink.
- Conducted Riverside County rider focus groups for Metrolink regarding use of new stop and need for reverse-commute trains.

#### **Southern California Association of Governments**

- 800 person survey and 6 focus groups to determine desired route for high-speed rail from Northern California between Los Angeles and San Diego

#### **California Department of Transportation (CALTRANS)**

- Prepared growth inducement study for State Route 56 through the northern portion of the City of San Diego. Study included fiscal impacts as well as housing, employment,

and income forecasts; also included were planning implications of possible growth inducing factors associated with the construction of the highway.

- Conducted focus groups and web-based survey of CALTRANS engineers regarding job satisfaction and staff morale.



#### **University of California PATH/SANDAG**

- Six Month panel for focus groups and surveys at start and end concerning new transit plan that utilizes rental cars at either end of transit trip.

#### **Santa Clarita Transit**

- Prepared, conducted and analyzed three focus groups concerning opportunities for Santa Clarita Transit to enhance market.



#### **San Diego County Sheriff's Department**

- Established analysis by station (11) of workload and availability for calls for service among Sheriff's patrol deputies. Over 3,000 samples drawn and analyzed to establish manpower needs.
- Utilized scientific sample to analyzed time savings applicable to the conversion of arrest data to laptop computers from manual entry. Final report included specific determination of manpower hours saved and recommendations for software and operational policy changes in order to maximize technological advantages.
- Workload analysis based upon sample of time logs from Sheriffs Communication Center and Monte Carlo simulations in order to identify necessary staffing levels for 9-1-1, radio, and administrative communications throughout San Diego County

#### **San Diego Unified School District**

- Survey of building contractors concerning economic impacts of Project Stabilization Agreement with local trade unions regarding school construction projects.

#### **Poway Unified School District**

- Telephone survey of 400 district residents pertaining to satisfaction with existing bond program and potential for future borrowing.

#### **American Medical Response**

- Financial consultant to AMR related to audit and analysis of City of San Diego emergency medical services transportation system.

#### **San Diego Aircraft Carrier Museum Foundation**

- Prepared fiscal impact analysis regarding the establishment of the USS Midway aircraft carrier museum on San Diego Bay.

#### **Pardee Construction Company**

- Prepared Economic Impact Analysis of proposed all-cargo airport at Brown Field, including job creation and related industrial/commercial/visitor development

#### **Bay Area Rapid Transit**

- Market analysis and ridership projection for two stations located on East Bay line of BART.



#### **San Diego Association of Governments (SANDAG)**

- Consultant to All Congregations Together (ACT) -- a non-profit community organization that provides transportation service for individuals with special needs in Southeast San Diego. The purpose of the consulting assignment was to identify transportation issues and problems that were hampering the mobility of local residents. Rea & Parker Research organized and supervised intercept surveys at various locations in the area and conducted focus groups. Regarding the focus groups, Rea & Parker Research designed discussion guides, trained residents to conduct focus groups, assisted in that facilitation, and analyzed focus group data. This project was funded and supervised by SANDAG.
- Conducted focus group research for new route to eastern San Diego County via Mission Valley
- Focus groups among transit riders, vanpool, and carpool commuters concerning experience with and opportunities to advance alternative commuting options.
- Rea & Parker Research has conducted research to identify real and perceived barriers to implementing telework programs and policies among private and public sector organizations in the San Diego Region. This research is part of a larger project designed to determine the extent to which employers have

embraced telework as a feasible and beneficial business strategy. SANDAG would like to help local employers overcome obstacles to telework and take advantage of the many benefits that telework provides. As part of the research associated with this project, Rea & Parker Research has conducted a scientific telephone sample of 400 public and private employers in the region. The sample population was drawn from the type of employment most suited to telework and stratified by size of organization. Employers were also stratified by the extent to which they permit their employees to pursue telework options. Topics include size of telework operations, home office considerations, accountability and evaluation, and consideration of a formal telework policy.

As part of the research associated with this project, Rea & Parker Research conducted 2 focus groups among both private sector and public sector employers in the San Diego region.



#### **Fresno Area Express (FAX)**

- Conducted a **400 person customer satisfaction telephone survey** of the Handy Ride System in Fresno California in 2014 and again in 2018. Handy Ride is a paratransit system for customers who are unable to utilize the regular bus system because of certain physical and/or mental disabilities.

#### **Costco Wholesale Corporation**

- Online customer satisfaction survey concerning door greeters and checkers



#### **Safeway, Inc.**

- Intercept survey in Reno, Nevada concerning seated vs. standing checkers and customer satisfaction and recognition.



## **Expert Witness: Survey Research and Statistical Analysis**

- a. a. Ryan Walsh, Graham Wiseman v. Ikon Office Solutions, Inc. (court testimony—expert qualification, deposition, and declarations).
- b. George Lopez, et al. v. Kaiser Foundation Health Plan, Inc. (declaration)
- c. Gonzalez v. Freedom Communications, Inc. dba The Orange County Register (deposition and declarations)
- d. Esteban Zamora, et al. v. Balboa Life & Casualty, LLC, et al. (declarations and deposition)
- e. Tate and Lighter v. Kaiser Foundation Health Plan, Inc. (declaration)
- f. Catherine Sullivan v. Kelly Services, Inc. (declaration)
- g. Cynthia Flores v. CVS Pharmacy, Inc. et al. (declarations)
- h. Bauer Bros, LLC v. Nike, Inc. (statistical analysis)
- i. Wallace, et al. v. Countrywide Home Loans (declarations and deposition)
- j. Morgan, et al. v. Wet Seal, Inc. (declaration and deposition)
- k. Stephen Weisbarth, et al. v. Banc West Investment Services, Inc. et al. (declaration)
- l. Paul Lemerise, Elene Wood, et al. v. Loan Depot, Inc.(statistical analysis)
- m. Nathan Cozzitorto, Rena Cozzitorto, and Michael Cozzitorto, Sr., vs. American Automobile Association of Northern California, Nevada and Utah (declaration)
- n. Jose F. Andino vs. Kaiser Foundation Hospitals (Declaration)
- o. Liliana Canela, v. Costco Wholesale Corporation (declaration and survey research)
- p. Eva Sharp v. Safeway Inc (survey research and report)

### **Other References**

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*Kahoru Lohrenz, PMP*  
*Business Planning & Project Controls Manager*  
*Major Project Controls and Analysis*  
*Sempra Energy*  
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## Richard A. Parker, Ph.D.

### Education

- Ph.D. University of California, Los Angeles (Los Angeles, California)  
Pacific Western University (Los Angeles, California)  
Doctor of Philosophy (Business Administration)
- M.B.A. University of California, Berkeley (Berkeley, California)  
Master of Business Administration (MBA)
- M.C.P. San Diego State University (San Diego, California)  
Master of City Planning (MCP)  
(50<sup>th</sup> year of department honor as one of top 50 distinguished graduates)
- B.S. Brown University (Providence, Rhode Island)  
University of California, Berkeley (Berkeley, California)  
Bachelor of Science — Business Administration  
(Phi Beta Kappa, Magna Cum Laude, Honors in Business Admin)

### Selected Professional Experience

#### **1985-present Professor (Emeritus since 2013), School of Public Affairs, San Diego State University**

Courses taught: Seminar in Urban Planning Methodologies (undergraduate and graduate), Financing Urban Development (graduate), Quantitative Methods (Statistics) (graduate), Seminar in Quantitative Approaches to Public Administration (graduate), Quantitative Techniques in Urban Planning (graduate), Contemporary Urban Issues (upper division undergraduate), Public Finance (graduate and upper division undergraduate), Seminar in Economics of Urban and Regional Planning (graduate), Public Policy (undergraduate and graduate)

#### **1984-present President, Rea & Parker Research/California Economic Solutions**

President/Project Director of survey and market research and economic consulting firm based in San Diego, California, with facilities in Los Angeles and Orange County. Extensive experience in public and urban affairs regarding the collection of primary demographic, attitudinal, and market-related data through survey research and focus group analysis. Highly regarded economic consultant, particularly in the areas of fiscal impact analysis, urban economic development, and site specific commercial, retail, and residential evaluation.

**Selected Survey Research Clients include State of California, San Diego County, Orange County, Imperial County, Cities of San Diego, Escondido, Carlsbad, Oceanside, Poway, Davis, Holtville, and Dana Point, SANDAG, SCAG, Imperial County Transportation Commission, San Diego MTS, Orange County Transportation Authority, Los Angeles County MTA, Southern California Regional Rail Authority (Metrolink), Bay Area Rapid Transit, Imperial Valley Transit, North County Transit District, Fresno Area Express, Santa Clarita Transit, Los Angeles Department of Transportation, Foothill Transit, Torrance Transit, Santa Monica Big Blue Bus, Culver Citybus, Cerritos on Wheels, Commerce Transit, El Monte Transit, Alhambra Community Transit, Duarte Transit, Pasadena ARTS, Carson Circuit, Montebello Bus Lines, CALTRANS, San Diego County Water Authority, Otay Water District, Vallecitos Water District, San Diego Housing Commission, California Center for Sustainable Energy, San Diego Unified School District, San Diego County Sheriff's Office.**

**Expert witness regarding survey research and statistical analysis for Bank of America, Safeway Food and Drug, Costco Wholesale, Kaiser Permanente, NASSCO/General Dynamics, Ikon Office Equipment, Orange County Register/ Freedom Communications, CVS Pharmacies, Kelly Services.**

**Economic consultant to Westfield Shopping Centers, San Diego Gas & Electric, Southern California Gas Company, Imperial Irrigation District, Viejas Enterprises, Foxwoods Casinos, Retail Food Industry Council, Pardee Homes, Shea Communities, San Diego Aircraft Carrier Museum Foundation, Stirling Cargo Airports, Subway, Inc., Wet Seal, Inc., Housing Solutions Alliance, San Diego County Taxpayers Association, Rancho Guejito Corporation, Big Pine Paiute Development, Shopoff Land Fund, Border Communities Capital.**

### Selected Publications:

Designing and Conducting Survey Research: A Comprehensive Guide (with Louis M. Rea, Ph.D., 1992 (2<sup>nd</sup> edition 1997—3<sup>rd</sup> edition 2005—4<sup>th</sup> edition 2014). Jossey-Bass, Inc., Publishers, San Francisco.

The Economics of Environmental Restrictions on the Use of Urban Land, Institute of Urban and Regional Development, University of California, Berkeley, California (with Leonard Merewitz, Ph.D.).

"Water Supply for Urban Southern California: An Historical and Legal Perspective," Glendale University Law Review,

## Louis M. Rea, Ph.D.

### EDUCATION

- Ph.D. Economics, Public Management (Social Science), The Maxwell School, Syracuse University, 1975
- M.R.P. Master of Regional Planning, The Maxwell School, Syracuse University, 1973
- B.A. Economics, Colgate University, Hamilton, New York 1971  
(Phi Beta Kappa, Cum Laude, Honors in Economics)

### **PROFESSIONAL EMPLOYMENT**

**Professor: School of Public Affairs, San Diego State University, 1975-present (Emeritus since 2012)**

Graduate Courses Taught: Seminar in Urban and Regional Planning Analysis, Seminar in Urban Transportation Planning, Quantitative Techniques in Urban Planning, Methods of Analysis in Public and Urban Affairs, Seminar in Urban and Fiscal Issues, Principles of Survey Research, and Program Design and Evaluation. Undergraduate Courses Taught: Introduction to Urban Planning, Applied Planning Research and Program Evaluation in Criminal Justice Administration, and Management of Urban Governments.

**Director: School of Public Administration and Urban Studies, 1983-2006.**

Responsible for the management and direction of the School of Public Administration and Urban Studies, consisting of 40 employees, including 30 full time and part time faculty, and 10 support and research staff; responsible for managing the School's resources valued at approximately \$4.0 million, consisting of funds in the areas of personnel, supplies and services, computer hardware, scholarships, endowments, and SDSU Foundation accounts; provide supervision of all personnel matters, including recruitment and hiring of full and part-time faculty as well as staff positions; oversee reappointment, tenure, and promotion process; schedule classes; prepare and implement school's academic strategic plan, business plan, student learning goals and objectives, and faculty hiring practices; responsible for fund raising and development.

**Principal Consultant: Rea and Parker Research, 1984-present** Provide professional consulting services to client agencies (both public and private) seeking research data and studies for executive decision making. Provide services in the areas of transportation research including on-board bus and rail surveys, survey research associated with customer satisfaction and market feasibility analysis, economic and fiscal impact analysis, program evaluation, and public policy analysis including land use, housing, immigration, and tourism.

**Selected Transportation Survey Research Clients include North County Transit District, Southern California Regional Rail Authority (Metrolink), Coaster, State of California Department of Transportation, SANDAG, San Diego MTS, Orange County Transportation Authority, Los Angeles County MTA, Riverside Transit Agency, Fresno Area Express, Imperial Valley Transportation Commission, Los Angeles Department of Transportation, Santa Clarita Transit, Foothill Transit, Torrance Transit, Santa Monica Big Blue Bus, Culver Citybus, Cerritos on Wheels, Commerce Transit, El Monte Transit, Alhambra Community Transit, Duarte Transit, Pasadena ARTS, Carson Circuit, Montebello Bus Lines.**

**Visiting Professor: University of California, San Diego, Graduate School of International Relations and Pacific Studies, 2006-present.**

Teach a required graduate course in program design and evaluation to students pursuing a Master's Degree in International Relations.

### **PUBLICATION**

*Designing and Conducting Survey Research: A Comprehensive Guide.* Jossey-Bass, Inc., San Francisco, 1992 -- 2<sup>nd</sup> edition, 1997; 3<sup>rd</sup> edition, 2005, 4<sup>th</sup> edition --2014 (with Richard A. Parker).

1 AGREEMENT FOR SERVICES

2  
3 THIS AGREEMENT FOR SERVICES (“Agreement”), made and entered into effective  
4 \_\_\_\_\_, 2019, by and between **IMPERIAL COUNTY**  
5 **TRANSPORTATION COMMISSION**, a political subdivision of the State of California (“ICTC”), and  
6 **REA & PARKER INCORPORATED**, an active California corporation (“CONSULTANT”)  
7 (individually, “Party;” collectively, “Parties”).

8 **WITNESSETH**

9 **THAT WHEREAS** ICTC desires to retain a qualified individual, firm or business entity to perform  
10 a passenger mile sampling/survey to obtain an accurate estimate of passenger miles traveled in order to  
11 meet the conditions and requirements established by the National Transit Database and the Federal Transit  
12 Administration (“FTA”) that offers ninety-five percent (95%) confidence in a margin of error not to exceed  
13 plus or minus (±) ten percent (10%) (“the Project”); and

14 **THAT WHEREAS** ICTC desires to engage CONSULTANT to provide services by reason of its  
15 qualifications and experience for performing such services, and CONSULTANT has offered to provide the  
16 required services for the Project on the terms and in the manner set forth herein;

17 **NOW, THEREFORE**, in consideration of their mutual covenants, ICTC and CONSULTANT  
18 have and hereby agree to the following:

19 1. DEFINITIONS.

20 1.1. “Proposal” shall mean CONSULTANT’s proposal entitled “Imperial Valley Transit:  
21 Annual Passenger Mile Sampling Proposal” dated and submitted in February 2019. Pages one (1) through  
22 forty—one (41) of the Proposal are attached hereto as **Exhibit “A”** and incorporated herein by this  
23 reference.

24 2. CONTRACT COORDINATION.

25 2.1. ICTC’s Executive Director or his / her designee shall be the representative of ICTC for all  
26 purposes pursuant to this Agreement and, together with ICTC’s Contract Manager, shall supervise the  
27 progress and execution of this Agreement.

28 2.2. CONSULTANT shall assign a single Contract Manager to have overall responsibility for

1 the progress and execution of this Agreement. Richard A. Parker is hereby designated as the Contract  
2 Manager for CONSULTANT. Should circumstances or conditions subsequent to the execution of this  
3 Agreement require a substitute Contract Manager for any reason, the Contract Manager's designee shall be  
4 subject to the prior written acceptance and approval of ICTC's Contract Manager.

5 3. DESCRIPTION OF WORK.

6 CONSULTANT shall provide all materials and labor to perform this Agreement. In the event of a  
7 conflict among this Agreement and the Proposal, this Agreement shall take precedence.

8 4. WORK TO BE PERFORMED BY CONSULTANT.

9 4.1. CONSULTANT shall comply with all terms, conditions and requirements of the Proposal  
10 and this Agreement.

11 4.2. CONSULTANT shall perform such other tasks as necessary and proper for the full  
12 performance of the obligations assumed by CONSULTANT hereunder.

13 4.3. CONSULTANT shall:

14 4.3.1. Procure all permits and licenses, pay all charges and fees, and give all notices that  
15 may be necessary and incidental to the due and lawful prosecution of the services to be performed  
16 by CONSULTANT pursuant to this Agreement;

17 4.3.2. Keep itself fully informed of all existing and proposed federal, state and local laws,  
18 ordinances, regulations, orders and decrees which may affect those engaged or employed pursuant  
19 to this Agreement, any materials used in CONSULTANT's performance pursuant to this  
20 Agreement or the conduct of the services pursuant to this Agreement;

21 4.3.3. At all times observe and comply with, and cause all of its employees to observe and  
22 comply with all of said laws, ordinances, regulations, orders and decrees mentioned above; and

23 4.3.4. Immediately report to ICTC's Contract Manager in writing any discrepancy or  
24 inconsistency it discovers in said laws, ordinances, regulations, orders and decrees mentioned above  
25 in relation to any plans, drawings, specifications or provisions of this Agreement.

26 4.4. Any videotape, reports, information, data or other material given to, or prepared or  
27 assembled by, CONSULTANT pursuant to this Agreement shall be the property of ICTC and shall not be  
28 made available to any individual or organization by CONSULTANT without the prior written approval of

1 ICTC's Contract Manager.

2 5. REPRESENTATIONS BY CONSULTANT.

3 5.1. CONSULTANT understands and agrees that ICTC has limited knowledge in the multiple  
4 areas specified in the Proposal. CONSULTANT has represented itself to be expert in these fields and  
5 understands that ICTC is relying upon such representation.

6 5.2. Subject to 5.2.1, CONSULTANT represents and warrants that it is a lawful entity  
7 possessing all required licenses and authorities to do business in the State of California and perform all  
8 aspects of this Agreement.

9 5.2.1. CONSULTANT shall not commence any work pursuant to this Agreement or  
10 provide any other services, or materials, in connection therewith until CONSULTANT has received  
11 written authorization from ICTC's Contract Manager to do so.

12 5.3. CONSULTANT represents and warrants that the people executing this Agreement on behalf  
13 of CONSULTANT have the authority of CONSULTANT to sign this Agreement and bind  
14 CONSULTANT to the performance of all duties and obligations assumed by CONSULTANT herein.

15 5.4. CONSULTANT represents and warrants that any employee, contractor and/or agent who  
16 will be performing any of the duties and obligations of CONSULTANT herein possess all required licenses  
17 and authorities, as well as the experience and training, to perform such tasks.

18 5.5. CONSULTANT represents and warrants that the allegations contained in the Proposal are  
19 true and correct.

20 5.6. CONSULTANT understands that ICTC considers the representations made herein to be  
21 material and would not enter into this Agreement with CONSULTANT if such representations were not  
22 made.

23 6. COMPENSATION.

24 The total compensation payable pursuant to this Agreement shall be ninety-nine thousand five  
25 hundred dollars (\$99,500) unless otherwise previously agreed to by ICTC.

26 7. PAYMENT.

27 CONSULTANT will bill ICTC on a time and material basis. ICTC shall pay CONSULTANT for  
28 completed and approved services upon presentation of written claims as set forth in paragraph 8, *infra*.

1 Notwithstanding the foregoing, ICTC shall retain ten percent (10%) of the total compensation until the end  
2 of each fiscal year during the term of this Agreement.

3 8. METHOD OF PAYMENT.

4 8.1. CONSULTANT shall submit to ICTC's Contract Manager written claims for compensation  
5 for services performed as follows:

6 8.1.1. Tasks 1 through 3: Seventeen thousand five hundred dollars (\$17,500), payable in a  
7 lump sum on July 1, 2019 for project start-up tasks.

8 8.1.2. Tasks 4 through 6: Six thousand dollars (\$6,000) per month payable monthly in  
9 arrears from August 1, 2019 through July 1, 2020; and

10 8.1.3. Task 7: Ten thousand dollars (\$10,000), payable in a lump sum on August 1, 2020.

11 8.2. The claim shall be in a format approved by ICTC. No payment shall be made by ICTC  
12 prior to the claims being approved in writing by ICTC's Contract Manager or his/her designee.  
13 CONSULTANT may expect to receive payment within a reasonable time thereafter and in any event in the  
14 normal course of business within thirty (30) days after the claim is submitted.

15 9. TIME FOR COMPLETION OF THE WORK.

16 9.1. Program scheduling shall be as follows:

17 9.1.1. Tasks 1 through 4 shall be completed by June 1, 2019;

18 9.1.2. Task 5 shall begin on July 1, 2019 and be completed by June 30, 2020; and

19 9.1.3. Tasks 6 and 7 shall begin on Aug 1, 2019 and shall be completed by July 31, 2020.

20 9.2. Time extensions may be allowed for delays caused by ICTC, other governmental agencies  
21 or factors not directly brought about by the negligence or lack of due care on the part of CONSULTANT.

22 10. SUSPENSION OF AGREEMENT.

23 ICTC's Contract Manager shall have the authority to suspend this Agreement, wholly or in part, for  
24 such period as deemed necessary due to unfavorable conditions or to the failure on the part of  
25 CONSULTANT to perform any provision of this Agreement. CONSULTANT will be paid the  
26 compensation due and payable to the date of suspension.

27 11. SUSPENSION AND/OR TERMINATION.

28 11.1. ICTC retains the right to terminate this Agreement for any reason by notifying

1 CONSULTANT in writing seven (7) days prior to termination and by paying the compensation due and  
2 payable to the date of termination; provided, however, if this Agreement is terminated for fault of  
3 CONSULTANT, ICTC shall be obligated to compensate CONSULTANT only for that portion of  
4 CONSULTANT's services which are of benefit to ICTC. Said compensation is to be arrived at by mutual  
5 agreement between ICTC and CONSULTANT; should the Parties fail to agree on said compensation, an  
6 independent arbitrator shall be appointed and the decision of the arbitrator shall be binding upon the Parties.

7 11.2. Upon such termination, CONSULTANT shall immediately turn over to ICTC any and all  
8 copies of videotapes, studies, sketches, drawings, computations and other data, whether or not completed,  
9 prepared by CONSULTANT in connection with this Agreement. Such materials shall become the  
10 permanent property of ICTC.

11 12. INSPECTION.

12 CONSULTANT shall furnish ICTC with every reasonable opportunity for ICTC to ascertain that  
13 the services of CONSULTANT are being performed in accordance with the requirements and intentions of  
14 this Agreement. All work done and materials furnished, if any, shall be subject to ICTC's Contract  
15 Manager's inspection and approval. The inspection of such work shall not relieve CONSULTANT of any  
16 of its obligations to fulfill its Agreement as prescribed.

17 13. OWNERSHIP OF MATERIALS.

18 All original drawings, videotapes and other materials prepared by or in possession of  
19 CONSULTANT pursuant to this Agreement shall become the permanent property of ICTC and shall be  
20 delivered to ICTC upon demand.

21 14. INTEREST OF CONSULTANT.

22 14.1. CONSULTANT covenants that it presently has no interest, and shall not acquire any  
23 interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the  
24 performance of the services hereunder.

25 14.2. CONSULTANT covenants that, in the performance of this Agreement, no sub-contractor or  
26 person having such an interest shall be employed.

27 14.3. CONSULTANT certifies that no one who has or will have any financial interest pursuant to  
28 this Agreement is an officer or employee of ICTC.

1 15. INDEMNIFICATION.

2 15.1. CONSULTANT agrees to the fullest extent permitted by law to indemnify, defend, protect  
3 and hold ICTC and its representatives, officers, directors, designees, employees, agents, successors and  
4 assigns harmless from any and all claims, expenses, liabilities, causes of action, demands, losses, penalties,  
5 attorneys fees and costs, in law or equity, of every kind and nature whatsoever arising out of or in  
6 connection with CONSULTANT's negligent acts and omissions or willful misconduct pursuant to this  
7 Agreement ("Claims"), whether or not arising from the passive negligence of ICTC, but does not include  
8 Claims that are finally determined to be the result of the sole negligence or willful misconduct of ICTC.

9 15.2. CONSULTANT agrees to defend with counsel acceptable to ICTC, indemnify and hold  
10 ICTC harmless from all Claims, including but not limited to:

11 15.2.1. Personal injury, including but not limited to bodily injury, emotional injury, sickness  
12 or disease or death to persons including but not limited to ICTC's representatives, officers, directors,  
13 designees, employees, agents, successors and assigns, subcontractors and other third parties and/or  
14 damage to property of anyone (including loss of use thereof) arising out of CONSULTANT's  
15 negligent performance of, or willful misconduct surrounding, any of the terms contained in this  
16 Agreement, or anyone directly or indirectly employed by CONSULTANT or anyone for whose acts  
17 CONSULTANT may be liable;

18 15.2.2. Liability arising from injuries to CONSULTANT and/or any of CONSULTANT's  
19 employees or agents arising out of CONSULTANT's negligent performance of, or willful  
20 misconduct surrounding, any of the terms contained in this Agreement, or anyone directly or  
21 indirectly employed by CONSULTANT or anyone for whose acts CONSULTANT may be liable;

22 15.2.3. Penalties imposed upon account of the violation of any law, order, citation, rule,  
23 regulation, standard, ordinance or statute caused by the negligent action or inaction, or willful  
24 misconduct of CONSULTANT or anyone directly or indirectly employed by CONSULTANT or  
25 anyone for whose acts CONSULTANT may be liable;

26 15.2.4. Infringement of any patent rights which may be brought against ICTC arising out of  
27 CONSULTANT's work;



1           15.2.5. Any violation or infraction by CONSULTANT of any law, order, citation, rule,  
2 regulation, standard, ordinance or statute in any way relating to the occupational health or safety of  
3 employees; and

4           15.2.6. Any breach by CONSULTANT of the terms, requirements or covenants of this  
5 Agreement.

6           15.3. The indemnification provisions of Paragraphs 15.2.1 through 15.2.6 above shall extend to  
7 Claims occurring after this Agreement is terminated, as well as while it is in force.

8 **16. INDEPENDENT CONTRACTOR.**

9           In all situations and circumstances arising out of the terms and conditions of this Agreement,  
10 CONSULTANT is an independent contractor, and as an independent contractor, the following shall  
11 apply:

12           16.1. CONSULTANT is not an employee or agent of ICTC and is only responsible for the  
13 requirements and results specified by this Agreement or any other agreement.

14           16.2. CONSULTANT shall be responsible to ICTC only for the requirements and results  
15 specified by this Agreement and except as specifically provided in this Agreement, shall not be subject  
16 to ICTC's control with respect to the physical actions or activities of CONSULTANT in fulfillment of  
17 the requirements of this Agreement.

18           16.3. CONSULTANT is not, and shall not be, entitled to receive from, or through, ICTC, and  
19 ICTC shall not provide, or be obligated to provide, CONSULTANT with Worker's Compensation  
20 coverage or any other type of employment or worker insurance or benefit coverage required or provided  
21 by any Federal, State or local law or regulation for, or normally afforded to, an employee of ICTC.

22           16.4. CONSULTANT shall not be entitled to have ICTC withhold or pay, and ICTC shall not  
23 withhold or pay, on behalf of CONSULTANT, any tax or money relating to the Social Security Old Age  
24 Pension Program, Social Security Disability Program, or any other type of pension, annuity, or disability  
25 program required or provided by any Federal, State or local law or regulation.

26           16.5. CONSULTANT shall not be entitled to participate in, or receive any benefit from, or  
27 make any claim against any ICTC fringe program, including, but not limited to, ICTC's pension plan,  
28

1 medical and health care plan, dental plan, life insurance plan, or any other type of benefit program, plan,  
2 or coverage designated for, provided to, or offered to ICTC's employee.

3 16.6. ICTC shall not withhold or pay, on behalf of CONSULTANT, any Federal, State, or local  
4 tax, including, but not limited to, any personal income tax, owed by CONSULTANT.

5 16.7. CONSULTANT is, and at all times during the term of this Agreement, shall represent  
6 and conduct itself as an independent contractor, not as an employee of ICTC.

7 16.8. CONSULTANT shall not have the authority, express or implied, to act on behalf of, bind  
8 or obligate ICTC in any way without the written consent of ICTC.

9 17. INSURANCE.

10 17.1. CONSULTANT hereby agrees at its own cost and expense to procure and maintain  
11 during the entire term of this Agreement, and any extended term thereof, commercial general liability  
12 insurance (bodily injury and property damage), employer's liability insurance, commercial automobile  
13 liability insurance (bodily injury and property damage) and professional liability insurance in a sum  
14 acceptable to ICTC and adequate to cover potential liabilities arising in connection with the performance  
15 of this Agreement and in any event not less than the minimum limit set forth as follows:

<u>Insurance</u>	<u>Minimum Limit</u>
16 Errors & Omissions Coverage	\$1,000,000
17 Worker's Compensation, Coverage A	Statutory
18 Employers Liability, Coverage B	\$1,000,000
19 Comprehensive General Liability 20 (Including Contractual Liability):	
21 Bodily Injury	\$1,000,000/occurrence
22	\$2,000,000 aggregate
23 Property Damage	\$1,000,000/occurrence
24	\$2,000,000 aggregate
25 Commercial Automobile Liability 26 (owned, hired & non-owned vehicles)	
27 Bodily Injury	\$1,000,000
28	

1 Property Damage

\$1,000,000

2 17.2. Special Insurance Requirements. All insurance required under paragraph 17 shall:

3 17.2.1. Be procured from an insurer authorized to do business in California.

4 17.2.2. Be primary coverage as respects ICTC and any insurance or self-insurance  
5 maintained by ICTC shall be in excess of CONSULTANT's insurance coverage and shall not  
6 contribute to it.

7 17.2.3. Name ICTC as an additional insured on all policies, except Workers'  
8 Compensation, and provide that ICTC may recover for any loss suffered by ICTC by reason of  
9 CONSULTANT's negligence.

10 17.2.4. State that it is primary insurance and regards ICTC as an additional insured and  
11 contains a cross-liability or severability of interest clause.

12 17.2.5. Not be canceled, non-renewed or reduced in scope of coverage until after thirty  
13 (30) days written notice has been given to ICTC. However, CONSULTANT may not terminate  
14 such coverage until it provides ICTC with proof that equal or better insurance has been secured  
15 and is in place. Cancellation or change without the prior written consent of ICTC shall, at the  
16 option of ICTC, be grounds for termination of this Agreement.

17 17.3. Additional Insurance Requirements.

18 17.3.1. Consultant shall provide complete copies of certificates of insurance for all  
19 required coverages including additional insured endorsements. Notice of cancellation will be  
20 provided in accordance with policy terms and conditions. Endorsements shall be attached hereto  
21 as Exhibit B and incorporated herein.

22 17.3.2. ICTC is to be notified immediately of all insurance claims. ICTC is also to be  
23 notified if any aggregate insurance limit is exceeded.

24 17.3.3. The comprehensive or commercial general liability shall contain a provision of  
25 endorsements stating that such insurance:

26 A. Includes contractual liability;

1 B. Does not contain any exclusions as to loss or damage to property caused  
2 by explosion or resulting from collapse of buildings or structures or damage to property  
3 underground, commonly referred to by insurers as the "XCU Hazards;"

4 C. Does not contain a "pro rata" provision which looks to limit the insurer's  
5 liability to the total proportion that its policy limits bear to the total coverage available to  
6 the insured; and

7 D. Does not contain an "excess only" clause which requires the exhaustion of  
8 other insurance prior to providing coverage.

9 17.4. Deposit of Insurance Policy. Promptly on issuance, reissuance, or renewal of any  
10 insurance policy required by this Agreement, CONSULTANT shall, if requested by ICTC, cause to be  
11 given to ICTC satisfactory evidence that insurance policy premiums have been paid together with a  
12 duplicate copy of the policy or a certificate evidencing the policy and executed by the insurance  
13 company issuing the policy or its authorized agent.

14 17.5 Additional Insurance. Nothing in this, or any other provision of this Agreement, shall be  
15 construed to preclude CONSULTANT from obtaining and maintaining any additional insurance policies in  
16 addition to those required pursuant to this Agreement.

17 18. ASSIGNMENT.

18 Neither this Agreement nor any duties or obligations hereunder shall be assignable by  
19 CONSULTANT without the prior written consent of ICTC. CONSULTANT may employ other  
20 specialists to perform services as required with prior approval by ICTC.

21 19. NON-DISCRIMINATION.

22 During the performance of this Agreement, CONSULTANT shall not unlawfully discriminate  
23 against any employee or applicant for employment or employee of ICTC or member of the public  
24 because of race, religion, color, national status, age, or sex. CONSULTANT shall ensure that the  
25 evaluation and treatment of its employees and applicants for employment and employees and members  
26 of the public are free of such discrimination. CONSULTANT shall comply with all provisions of the  
27 Fair Employment and Housing Act (Government Code §12900, *et seq.*). The applicable regulations of  
28 the Fair Employment Housing Commission implementing Government Code §12900 set forth in

1 Chapter 5 of Division 4 of Title 2 of the California Administrative Code are incorporated into this  
2 Agreement by reference and made a part hereof as if set forth in full. CONSULTANT shall abide by the  
3 Federal Civil Rights Act of 1964 and all amendments thereto, and all administrative rules and  
4 regulations issued pursuant to said Act. CONSULTANT shall also abide by the American Disabilities  
5 Act and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act.  
6 CONSULTANT shall give written notice of its obligations under this clause to labor organizations with  
7 which it has a collective bargain or other agreement. CONSULTANT shall include the non-  
8 discrimination and compliance provision of this paragraph in all subcontracts to perform work pursuant  
9 to this Agreement.

10 20. NOTICES AND REPORTS.

11 20.1. All notices and reports pursuant to this Agreement shall be in writing and may be given  
12 by personal delivery or by mailing by certified mail, addressed as follows:

13 **ICTC**

14 ICTC  
15 Attn: ICTC Contract Manager  
16 1503 N. Imperial Ave., Ste 104  
17 El Centro, CA 92243

**CONSULTANT**

Rea & Parker Incorporated  
Attn: Richard A. Parker, Ph.D.  
PO Box 421079  
San Diego, CA 92142-1079

18 With Personal Delivery To:

19 Rea & Parker Incorporated  
20 Attn: Richard A. Parker, Ph.D.  
21 4875 Casals Place  
22 San Diego, CA 92124

23 20.2. All notices and reports pursuant to this Agreement may be given by personal delivery or  
24 by mailing by certified mail at such other address as either Party may designate in a notice to the other  
25 Party given in such manner.

26 20.3. Any notice given by mail shall be considered given when deposited in the United States  
27 Mail, postage prepaid, addressed as provided herein.

28 ///

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1 21. ENTIRE AGREEMENT.

2 This Agreement contains the entire agreement between ICTC and CONSULTANT relating to the  
3 transactions contemplated hereby and supersedes all prior or contemporaneous agreements,  
4 understandings, provisions, negotiations, representations, or statements, either written or oral.

5 22. MODIFICATION.

6 No modification, waiver, amendment, discharge, or change of this Agreement shall be valid  
7 unless the same is in writing and signed by the Party against whom the enforcement of such  
8 modification, waiver, amendment, discharge, or change is or may be sought.

9 23. CAPTIONS.

10 Captions in this Agreement are inserted for convenience of reference only and do not define,  
11 describe or limit the scope or the intent of this Agreement or any of the terms thereof.

12 24. PARTIAL INVALIDITY.

13 If any provision in this Agreement is held by a court of competent jurisdiction to be invalid,  
14 void, or unenforceable, the remaining provisions will nevertheless continue in full force without being  
15 impaired or invalidated in any way.

16 25. GENDER AND INTERPRETATION OF TERMS AND PROVISIONS.

17 As used in this Agreement and whenever required by the context thereof, each number, both  
18 singular and plural, shall include all numbers, and each gender shall include a gender. CONSULTANT  
19 as used in this Agreement or in any other document referred to in or made a part of this Agreement shall  
20 likewise include both singular and the plural, a corporation, a partnership, individual, firm or person  
21 acting in any fiduciary capacity as executor, administrator, trustee or in any other representative capacity  
22 or any other entity. All covenants herein contained on the part of CONSULTANT shall be joint and  
23 several if more than one person, firm or entity executes the Agreement.

24 26. WAIVER.

25 No waiver of any breach or of any of the covenants or conditions of this Agreement shall be  
26 construed to be a waiver of any other breach or to be a consent to any further or succeeding breach of  
27 the same or any other covenant or condition.

28 ///

1 27. CHOICE OF LAW.

2 This Agreement shall be governed by the laws of the State of California. This Agreement is  
3 made and entered into in Imperial County, California. Any action brought by either Party with respect  
4 to this Agreement shall be brought in a court of competent jurisdiction within said County.

5 28. ATTORNEY'S FEES.

6 If either Party herein brings an action to enforce the terms thereof or declare rights hereunder, the  
7 prevailing Party in any such action, on trial or appeal, shall be entitled to its reasonable attorney's fees  
8 and actual costs to be paid by the losing Party as fixed by the court.

9 29. AUTHORITY.

10 29.1. Each individual executing this Agreement on behalf of CONSULTANT represents and  
11 warrants that:

12 29.1.1. He/She is duly authorized to execute and deliver this Agreement on behalf of  
13 CONSULTANT;

14 29.1.2. Such execution and delivery is in accordance with the terms of the Articles of  
15 Incorporation or Partnership, any by-laws or Resolutions of CONSULTANT and;

16 29.1.3. This Agreement is binding upon CONSULTANT accordance with its terms.

17 29.2. CONSULTANT shall deliver to ICTC evidence acceptable to ICTC of the foregoing  
18 within thirty (30) days of execution of this Agreement.

19 30. COUNTERPARTS.

20 This Agreement may be executed in counterparts.

21 31. REVIEW OF AGREEMENT TERMS.

22 This Agreement has been reviewed and revised by legal counsel for both ICTC and  
23 CONSULTANT, and no presumption or rule that ambiguities shall be construed against the drafting  
24 Party shall apply to the interpretation or enforcement of the same or any subsequent amendments  
25 thereto.

1           **IN WITNESS WHEREOF**, the Parties have executed this Agreement on the day and year first  
2 above written.

3 **IMPERIAL COUNTY TRANSPORTATION COMMISSION:**


4  
5  
6 \_\_\_\_\_  
7 Chair

8 **ATTEST:**

9  
10 \_\_\_\_\_  
11 **CRISTI LERMA**  
12 Secretary to the Commission

13 **CONSULTANT:**

14 **REA & PARKER INCORPORATED**

15  
16 By:   
17 \_\_\_\_\_  
18 **RICHARD A. PARKER, Ph.D.**  
19 President

20 **APPROVED AS TO FORM:**

21 **KATHERINE TURNER**  
22 **COUNTY COUNSEL**

23  
24 By: \_\_\_\_\_  
25 **Eric Havens**  
26 **Deputy County Counsel**



# **VI. REPORTS**

- A. ICTC EXECUTIVE DIRECTOR REPORT
- B. SOUTHERN CALIFORNIA ASSOCIATION OF  
GOVERNMENTS
- C. CALTRANS - DISTRICT 11
- D. COMMISSION MEMBER REPORTS (IF ANY)



1503 N IMPERIAL AVE SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

## Memorandum

**Date:** March 20, 2019  
**To:** Commission Meeting  
**From:** Mark Baza, Executive Director  
**Re:** Executive Director's Report

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The following is a summary of the Executive Director's Report for the Commission Meeting on March 27, 2019

- 1) **Assembly Bill 335 (Garcia):** In December 2018, staff met with Assemblymember Eduardo Garcia and his staff to discuss legislation that would amend ICTC's authority to include non-transportation programs. *Draft legislation is starting to go through committees in Sacramento. The goal of the draft is to primarily give ICTC authority to address or carry out non-transportation programs. If we are successful the legislation will become effective in January 2020.*
- 2) **SAVE THE DATE – Imperial Valley Economic Summit and General Assembly:** *Please "Save the Date" of May 30, 2019 for the Imperial Valley Economic Summit and General Assembly. It will be held at the Old Eucalyptus Schoolhouse. This year our tentative keynote speakers will be Michael Bracken of Development Management Group; Sunne Wright McPeak of California Emerging Technology Fund; and, Bill Higgins of California Association of Council of Governments.*
- 3) **Unmet Transit Needs Hearing, FY 2019-20:** *ICTC conducted its annual Unmet Transit Needs Public Hearing on February 21, 2019 at 3:00 p.m. at the City of El Centro Council Chambers. The hearing aims to obtain public feedback regarding transit services. Commissioners George Nava and Lewis Pacheco attended and participated as the Hearing Panel. A subsequent meeting will be held on March 28, 2019 to review the feedback received during the Public Hearing.*
- 4) **Imperial Transit Park Project:** *ICTC obtained funding to complete a bus stop facility in the city of Imperial. The project improvements will include the installation of concrete bus pads, sidewalks, curb returns, pavement, landscaping, a parking lot, bus shelters and various other amenities. The project was awarded to Pyramid Construction for approximately \$1.8 million and construction activities are expected to begin in late August 2018. The city of Imperial had the project groundbreaking ceremony on August 9, 2018. The project has an anticipated construction period of 120 calendar day and is currently underway. Completion is scheduled for March 2019 with a city ribbon cutting ceremony on April 2, 2019 at 9 a.m.*
- 5) **Calexico West Port of Entry Traffic Circulation Plan:** *Caltrans authorized a special planning grant to perform a traffic management study to assist the City of Calexico and the Imperial Valley region to analyze and propose traffic management strategies and alternatives to serve traffic flow for the Calexico West Port of Entry expansion. SCAG, Caltrans and ICTC have led the Traffic Circulation Plan in partnership with the City of Calexico, Customs and Border Protection and General Services Administration. The Request for Proposals (RFP) was completed and the consultant selected was KOA. A series of public stakeholder meetings were held to develop the Plan in preparation for the north and southbound port of entry openings in July and September 2018. In November 2018, the consultant team conducted traffic counts and field observations to analyze the*

traffic after the north and southbound traffic shifts have been in operation and will be presenting draft recommendations for traffic management in preparation for the opening of Cesar Chavez Blvd. *The draft Traffic Circulation Plan is currently under review by the project stakeholder group. The technical workgroup met on March 5, 2019, to discuss the Draft Plan. A Public Workshop is scheduled for April, 18, 2019.*

- 6) **FY 2019 Public Transit Fare Analysis:** The Request for Proposal for a consultant for the ICTC FY 2019 Public Transit Fare Analysis was released on March 1, 2019. The project is for professional services to develop a Public Transit Fare Pricing Analysis. This planning document is expected to provide recommendations for the current fares/fee structure and media for the four public transit services under the Imperial Valley Transit brand for the next three to five years. Proposals are due to the ICTC office on or before March 29, 2019.
- 7) **FY 2019 IVT RIDE Public Outreach and Marketing Project:** The Request for Proposal for a consultant is for the ICTC FY 2019 IVT RIDE Public Outreach and Marketing Project was released on March 8, 2019. The project is for professional services to continue the public outreach services and marketing currently in place in support of the IVT RIDE paratransit service under the brand for the next three to five years. Proposals are due to the ICTC office on or before April 12, 2019.
- 8) **FY 2019 IVT MedTrans Public Outreach and Marketing Project:** The Request for Proposal for a consultant is for the ICTC FY 2019 IVT MedTrans Public Outreach and Marketing Project was released on March 8, 2019. The project is for professional services to continue the public outreach services and marketing currently in place in support of the IVT MedTrans paratransit service under the brand for the next three to five years. Proposals are due to the ICTC office on or before April 12, 2019.
- 9) **FY 2019 IVT, IVT ACCESS, IVT RIDE and IVT MedTrans Public Transit Services Projects:** The four Request for Proposals for the continuation of the four public transit services were released on March 27, 2019. The project is for professional services to continue the fixed route bus system and three paratransit services currently in place for the next three to five years. Proposals are due to the ICTC office on or before May 10, 2019.
- 10) **Federal Triennial Review:** The Federal Transit Administration (FTA) is conducting a Triennial Review of the Imperial County Transportation Commission in early 2019. The review determines whether a grant recipient and its subrecipients are administering its FTA-funded programs in accordance with 49 U.S.C. Chapter 53, Federal transit law provisions. It assesses the recipient's management practices and program implementation to ensure that the programs are administered in accordance with FTA requirements and are meeting program objectives. Grant subrecipients that may be included in this cycle include the Cities of Brawley, El Centro and Imperial for the transfer terminal projects.
- 11) **SR-186 Bridge Replacement over the All American Canal:** *Caltrans has led a feasibility study for the replacement of the SR-186 Bridge over the All American Canal. The stakeholders that have been involved in this effort include the U.S. Bureau of Reclamation (BOR), the Imperial Irrigation District (IID), Caltrans and ICTC. As a follow-up, BOR is moving forward with their commitment to issue a media release regarding the future public closure of the bridge carrying SR-186 over the All-American Canal. The BOR anticipates issuing the media release in 1-3 weeks requesting for Caltrans to provide a new public crossing by 2025 to ensure public access is maintained.*
- 12) **State Route 86 (Northbound) Border Patrol Checkpoint:** In August 2017 following a year of coordination, Caltrans, the County of Imperial and ICTC met with CBP management and operations staff achieved consensus for a new conceptual alternative prepared by Caltrans. The LTA Board met on September 27, 2017, staff presented the Board with a fund request for \$1.3 million from the 5% Regional Highway Set-Aside from the Measure D allocations. A Consultant Agreement with AECOM for design and construction engineering was approved by the LTA on February 28, 2018. *Currently design is underway. A draft of 35% plans were completed and submitted for review on October 12, 2018. Input from all stakeholders is still pending to proceed with 65% design.*

- 13) **Imperial Mexicali Binational Alliance Meeting:** An IMBA meeting was held on March 14, 2019 at the CDEM office in the City of Mexicali. *The next IMBA meeting will be held at Imperial Valley College on May 9, 2019.*
- 14) **2018 Trade Corridor Enhancement Program:** The Trade Corridor Enhancement Program (TCEP), created by Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), provides approximately \$300 million annually for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network, and along other corridors that have a high volume of freight movement. ICTC in partnership with Caltrans and the San Diego Association of Governments (SANDAG) were successful in receiving TCEP funds for Advanced Technology Corridors at the California-Mexico Ports of Entry (POE). The goal project is to implement Intelligent Transportation System (ITS) strategies that will improve border travel delays. Some of the ITS strategies will include Bluetooth and Wi-Fi readers to help track vehicle delays, as well as implement changeable message signs on State Routes to inform border travelers of POE delays. Caltrans will serve as the implementing agency of this project and has an estimated completion date of early 2020. *Caltrans has initiated the environmental phase and preliminary design of the project. TCEP funds will be used in collaboration with the BUILD grant award for the design and construction phases.*
- 15) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** \$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues of RMRA for the Cities and the County of Imperial for FY 2018/2019. *This list of projects for all cities and the county can also be found on the ICTC website at: <http://www.imperialctc.org/senate-bill-1/>*

The following is a list of projects funded by SB1 for FY 2018-2019.

<b>Agency</b>	<b>Project</b>
Brawley	Rehabilitation of Legion Street from Highway 86 to Evelyn Street
Brawley	Street Rehabilitation – Phase 11
Calexico	Cesar Chavez Boulevard Improvement
Calexico	De Las Flores Street Improvement
Calexico	Second Street Bridge
Calipatria	Freeman Street Rehabilitation between Brown and Commercial Avenues
El Centro	2018 Streets Overlay and Rehabilitation Project
Holtville	Citywide Pavement Rehabilitation Project
Imperial	Storm Drain Installation – Northwest Quadrant of City – Continuing
Imperial County	Includes a total of 70 road improvement projects. List can be found on the <a href="#">ICTC website here</a> .
Westmorland	North H Street Improvements
Westmorland	Street Rehabilitation Program – Phase 2
Caltrans/ICTC	Calexico East Port of Entry Truck Crossing Improvements
Caltrans	State Route 111 from State Route 98 to Ross Avenue near Calexico
Caltrans	State Route 98 from Rockwood Avenue to east of Cole Road near Calexico
Caltrans	Bridges on Interstate 8 and State Route 86, 98, 11 and 186
Caltrans	State Route 86 from I Street to Brandt Road near Brawley
Caltrans	State Route 86 south of B Street to Martin Road near Westmorland

*Below are the projected annual revenues for FY 2019/2020. Deadline to submit a list of projects to CTC is May 1, 2019. All Imperial County cities and the county are required to submit their list of projects in order to be eligible for funding distribution.*

<b>Agency</b>	<b>RMRA Amount FY 2019-2020</b>
Brawley	\$453,796
Calexico	\$681,911
Calipatria	\$127,530

El Centro	\$766,589
Holtville	\$107,602
Imperial	\$320,638
Westmorland	\$38,483
County of Imperial	\$7,501,204
<b>TOTAL</b>	<b>\$9,997,753*</b>

*\*Estimate source is from the California League of Cities dated January 22, 2019 - <http://californiacityfinance.com/LSR1901.pdf>*

- 16) **Rio Vista and Pioneers Memorial Hospital Bus Stops:** ICTC has engaged in several discussions with the City of Brawley Staff regarding the potential relocation of the existing bus stops along Rio Vista Avenue/SR78 and at Pioneers Memorial Hospital. Caltrans is currently completing improvements to SR 78 and will be providing on street concrete bus pads with an approximate value of \$80,000.
- 17) **2018 ICTC Bus Stop Bench and Shelter Inventory:** 2018 ICTC Bus Stop Bench and Shelter Inventory: The Project Consultant team Kimley Horn and Associates, and Agency Stakeholders from ICTC, Brawley, Calexico, El Centro and Imperial met on January 31, 2018 to review and discuss the current status of the ICTC Bus Stop Inventory, Signage Replacement and Technology Assessment Project. The items reviewed included the consultant prepared Bus Stop Inventory, Asset Condition Report, ADA Assessment Report, Bus Stop Usage Priority List and Bus Stop Signage installation parameters and requirements. ICTC and member agency staff have worked together to complete the priority list for implementation and pursuit of funding. Bus stop signage specifications with specific route information have been finalized. The consultant and staff are working towards finalizing the Technology Memorandum which will provide ICTC with possible technology solutions for the fixed route bus system. *Staff anticipates providing a presentation of project materials at the April 2019 commission meeting.*
- 18) **SCAG’s Sustainability Grant Program – Imperial County Regional Climate Action Plan:** ICTC was awarded a SCAG Sustainable Planning Grant to develop a Regional Climate Action Plan. ICTC staff will work in collaboration with SCAG staff to develop and release a request for proposal to select a consultant that will develop the Regional Climate Action Plan. ICTC will serve as the day to day project manager and SCAG staff will serve as the administrative project manager. The goal of the project is to develop a regional framework for addressing Green House Gas (GHG) emissions for a Regional Climate Action Plan that allows each local agency to customize and fit into the context of the community each jurisdiction serves, that can be used at the local level in the development of jurisdiction – specific Climate Action Plans (CAPs). *ICTC and SCAG are in the process of completing the consultant selection process and anticipate issuing a notice to proceed in March 2019.*
- 19) **Calexico Intermodal Transportation Center (ITC):** A new Intermodal Transportation Center in the City of Calexico has been part of ICTC’s long range transit planning. The new Calexico ITC will serve as a regional mobility hub that will accommodate bus bays for Imperial Valley Transit in addition to the City of Calexico’s private transit operators, taxis and farm labor buses. ICTC received a Congestion Mitigation and Air Quality federal program fund to complete the environmental and design plans of the new Calexico ITC. ICTC staff is in the process of completing the contract award for a consultant firm that will complete the environmental and design phase. Currently, ICTC staff is completing the Caltrans award review process with multiple Caltrans’ departments. The ICTC Board adopted the agreement with Psomas on September 26, 2018. *Environmental phase is in progress with consultant team and agency partners, including the City of Calexico, Caltrans and ICTC.*
- 20) **State Route 98 and Cesar Chavez Blvd.:** As part of the POE Expansion project, SR-98 and Cesar Chavez Boulevard are being widened and improved to serve the expansion to the west. *Caltrans’ SR-98 work between VV Williams and Ollie Avenue was completed in March 2018. Caltrans is working on a second segment on SR-98 between Rockwood Avenue and Ollie Avenue is in the design and right-of-way phase. ICTC and Caltrans submitted a grant application through SB 1 Trade Corridor Enhancement Program. The CTC approved \$3.4*

*million from the SB 1 Trade Corridor Enhancement Program to complete construction. Cesar Chavez Blvd is under construction by the City of Calexico and is scheduled for completion in June 2019.*

- 21) **Calexico East Port of Entry Bridge Expansion over the All American Canal Project:** ICTC submitted the Calexico East Commercial Vehicle Port of Entry Expansion Project under the California Sustainable Freight Action Plan: Pilot Project Ideas. The proposed elements of the Calexico East Expansion include: bridge expansion, commercial vehicle primary inspection booths and road construction is estimated at \$65 million. ICTC is pursuing discretionary freight program funding for the bridge expansion for an estimated total cost of \$28 million. Pending the possible funds for the bridge expansion, ICTC will pursue a donation authority request to U.S. Customs and Border Protection. In October 2017, ICTC staff coordinated with Caltrans to submit an application for grant funding under the State's Freight funding available under SB-1 and the State's share of the 2015 federal transportation bill (FAST Act), response for this grant program in May 2018. The CTC approved our request for \$3 million to complete the project approval and environmental process for the bridge expansion. On October 23, 2018, Caltrans and ICTC hosted a kick-off meeting with IID, GSA and Bureau of Reclamation at the ICTC Offices. An environmental staff meeting between project stakeholders was held on November 26, 2018.

In December 2018, ICTC was awarded a discretionary grant under U.S. Department of Transportation's Better Utilizing Investments to Leverage Development (BUILD) grant in the amount \$20 million. The funds will be utilized to complete design and construction costs of the widening of the bridge over the All-American Canal of the Calexico East Port of Entry. *ICTC staff is working with U.S. Department of Transportation to complete the grant agreement. ICTC is submitting a request for advance construction and tapered match to advance the project along and meet the obligation deadline of September 2020.*

- 22) **Heber Bus Stop & Pedestrian Access Improvements on State Route 86:** The community of Heber has had a need to improve pedestrian and bus stop access along State Route 86. The ICTC Commission granted the use of Regional Set-Aside Local Transportation Authority (LTA) funds for the project. Caltrans has served as the project lead; the first phase was recently completed in November 2017. Phase 1 included bench, bus shelter and ADA access improvements. Phase 2 was recently completed in mid-June 2018 and consisted of curb and sidewalks improvements from Parkyns Ave to Heber Ave. *Phase 3 will also have curb and sidewalk improvements and is located between Heffernan to Parkyns Ave. ICTC participated in a Heber Community Outreach event together with County Public Works and led by Supervisor Plancarte. The County of Imperial discussed sidewalk pavement projects, and ICTC gave transit updates and a status of the SR-86 improvements. The Phase 3 construction improvements have been completed and project is nearing completion and closeout. A ribbon cutting will be scheduled soon.*

- 23) **State Legislation for Transportation Funding – SB 1 2018 Local Partnership Program (LPP):** The 2018 Local Partnership Program is comprised of formulaic program and competitive programs. In FY2017/2018 total amount available statewide is \$200M and distribution is 50/50 for both formulaic and competitive programs. The formulaic program share distributions for the Local Partnership Program were presented at the CTC meeting in December 6-7, 2017. During the meeting the CTC Commission took action and approved the distribution of funds for the formulaic portion, the funding share for Imperial County in FY2017/2018 is \$538,000. For FY2017/2018, no projects were submitted for the formulaic program and funds will be rolled over to FY2018/2019. *Currently, ICTC staff is working with the local agencies to submit project forms accordingly. Deadline to submit to ICTC is Friday, February 15, 2019 at end of day. All eligible projects will be forwarded to CTC for a May 2019 allocation vote.*

The following is the link to the 2019 Local Partnership Program guidelines:

[http://catc.ca.gov/programs/sb1/lpp/docs/062719+Amended\\_LPP%20Guidelines.pdf](http://catc.ca.gov/programs/sb1/lpp/docs/062719+Amended_LPP%20Guidelines.pdf)

- 24) **State and Federal funding Obligations:** *Beginning October 1, 2018, agencies are allowed to move forward with request for authorization (RFA) for Congestion Mitigation Air Quality (CMAQ), Regional Surface Transportation Program (RSTP) and Active Transportation Program (ATP) programmed in FY 2018/2019.*

Agency	Project Name	Funding Type	Phase	Federal Amount in FY2018/19	Local Match	Total Phase Cost	Status
Brawley	Paving of dirt road Wildcat Dr. from S. Western Ave. to S. First St.	CMAQ	CON	\$708,000	\$92,000	\$800,000	Completed for design. Will submit by May-June
Calipatria	Roadway and pedestrian improvements on N. Brown from E. Alamo St. to Delta St.	CMAQ & RSTP	CON	\$958,000	\$125,000	\$1,083,000	Out to bid Mid-Feb
El Centro	Imperial Ave. Extension South	RSTP	CON	\$653,000	\$3,197,000	\$3,850,000	CON-FTIP Amendment
Imperial County	Heber Ave. from Hwy 86 to Correll Rd. and S. of Hwy 86 to Fawcett Rd.	EARMARK	CON	\$1,017,000	\$0	\$1,017,000	ROW Certification. Submit by Mid-March
Imperial County	Conservation easement, access improvements, parking facilities at Desert Museum	EARMARK	CON	\$720,000	\$0	\$720,000	PS&E completed. Will submit by end of March
Imperial County	Rio Vista St. in Community of Seeley	CMAQ	CON	\$145,000	\$19,000	\$162,000	Working with consultant. They advertise twice.
Imperial County	Sidewalk improvements on Rio Vista St. in Seeley	CMAQ	CON	\$1,189,000	\$178,000	\$1,365,000	Early June to submit
ICTC & Caltrans	Calexico Est POE Truck Crossing Improvement	SB1 TCE	ENG	\$3,000,000	\$0	\$3,000,000	SB-1 \$\$\$ has been obligated
ICOE	Project Ride, Walk, Learn	ATP	CON	\$224,000	\$0	\$224,000	Obligate by March/April
Westmorland	Paving of dirt roads H St. & 8 <sup>th</sup> St. segments	CMAQ	CON	\$350,000	\$45,000	\$395,000	Award packet submitted

**Regional Total FY2018/2019 \$12,616,000**

## 25) Partnerships with IVEDC:

- a) Southern Border Broadband Consortium (SBBC): ICTC in partnership with IVEDC received a California Advanced Services Regional Consortia Grant award of \$450,000 from their Rural and Regional Consortia program. The grant covers a 3-year period. ICTC is fiscal agent and developed an MOU which defines roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. *Since the projects approval, IVEDC staff Sean Wilcock designed a new logo for SBBC to assist the clarity in larger marketing materials. An update was presented to the Commission at the August 2018 meeting. Currently, the project is in year two of the contract. In year two/quarter two, Ms. Barrett began working with other consortiums on the Caltrans Strategic Corridors Plan. SBBC submitted corridors that would need better broadband sources in Imperial and San Diego Counties. A new staff was hired during this time; Mr. Rene Pollard has been attending meetings with Ms. Barrett since September. An Area Agency on Aging (AAA) Board Meeting was attended in October, along with another AAA event in Bombay Beach; and SBBC is planning to attend more AAA events to assist seniors attain internet access in their homes. The SBBC staff designed a USB with both their logo and AAA's logo to hand out to seniors when they complete the "internet needs questionnaire" and has worked as a great incentive. Quarter two will concluded with a quarterly meeting on February 8th at the Caltrans District 11 offices. Staff continues to reach out to schools and is scheduled to attend the Calipatria School District Resource Fair this Spring.*
  - b) The Brawley Transit Corridor Brownfield Assessment: ICTC in partnership with IVEDC received a U.S. Environmental Protection Agency (EPA) Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency's Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13 mile Imperial Valley Transit's (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and has developed an MOU which will define roles and responsibilities (Audits, Administration and Project Management) or ICTC and IVEDC. SCS Engineers have initiated early Tasks that include the Quality Assurance Project Plan (QAPP) and project management plan as required by EPA. The Steering Committee consisting of agency partners and stakeholders met on August 22, 2018. The draft QAPP is nearing completion. The first community outreach meeting was held on October 11, 2018. The consultant and IVEDC presented an overview of the project and the opportunities available for property owners to consider participating and requesting Phase 1 or 2 Brownfield Assessments. *Currently we are processing 4 Property Eligibility applications with the Dept. of Toxic Substance Control (DTSC) which will be later submitted to the Environment Protect Agency for final approval. All 4 of these properties are seeking to redevelop or sell properties for redevelopment within the project's subject area. These properties will be processed for Phase 1 and potentially Phase 2 Environmental Site Assessments to clear them of contamination concern or evaluate them for site cleanup planning if necessary.*
- 26) **California HERO Program**: The California Hero Program was launched in April 2014 in Imperial County with ICTC as the administering agency. *A copy of the program activity report up to February 2019 is attached for your review.*
- 27) **Community of Niland Bus Stop Bench and Shelter Request**: The ICTC submitted a formal request to the California Department of Transportation (Caltrans) District 11 requesting their assistance in identifying a location for a bus stop bench and shelter in the Community of Niland along State Route 111 (SR-111). *The shelter has been installed in an existing parking lot on the east side of SR-111.*
- 28) **Funding for Phase II of the Calexico West Port of Entry**: As previously noted, Congress authorized \$98 million for Phase 1. The U.S. General Services Administration (GSA) began construction for Phase 1 in December 2015 with completion now scheduled for July 2018. *\$275 million for Phase 2 has been identified in the President's budget for FY 2018/2019 and is pending Congressional approval.*
- 29) **I-8 / Imperial Avenue Interchange Reconstruction**: ICTC staff submitted the 2018 State Transportation Improvement Plan to the CTC on December 15, 2017. Caltrans is working to complete the right-of-way



acquisition, utility relocation and final design. As presented to the CTC, the current schedule to begin construction is in FY 2019/2020. Mr. Baza presented the STIP recommendations to the CTC at the STIP Hearing on January 25, 2018. The 2018 STIP was adopted by CTC at the March 2018 meeting. *ICTC staff will work with Caltrans and City of El Centro staff to coordinate a meeting to discuss the project schedule of the interchange and the Imperial Avenue Extension South projects.*

- 30) **Westshores Transit Opportunities:** Westshores Transit Opportunities: As part of the Short Range Transit Plan, ICTC has explored connection opportunities with Sunline Transit who serves the Coachella Valley region. ICTC and Sunline Transit have discussed pursuing grant opportunities for interregional transit services to/from Westshores and Coachella. ICTC and Sunline Transit continue to have regular dialogue about the potential opportunities most recently engaging in discussions in January 2019. *Staff is currently working on a concept to expand IVT Ride Westshores to the north.*
- 31) **California-Baja California Binational Region:** A Fresh Look at Impacts of Border Delays: Building upon previous Caltrans, SANDAG, and ICTC studies, this project will refine the economic models developed to assess economic impacts of delays at the land ports of entry (POEs) between the San Diego and Imperial Counties region and Baja California, Mexico, on the border region economies. It will also estimate greenhouse gas (GHG) emissions of passenger and commercial vehicles due to northbound and southbound border delays at the six California POEs, and propose strategies to reduce GHG emissions at the border region. Lastly, extensive outreach to government agencies, local border communities, and private sector stakeholders was conducted. A final report is scheduled to be completed in the summer of 2019.
- 32) **Meetings attended on behalf of ICTC:**
- February 20, 2019 – ICTC Management Committee Meeting in the City of Holtville
  - February 20-22, 2019 – California Academy for Regional Leaders (CARL) in Stockton, CA (attended by staff)
  - February 21, 2019 – Unmet Transit Needs Hearing in the City of El Centro
  - February 22, 2019 – SANDAG Border’s Committee in San Diego
  - February 25-27, 2019 – 2019 California Transportation Planning Conference in San Diego (attended by staff)
  - March 4-5, 2019 – Triennial Review Workshop at Orange County Transportation Authority (attended by staff)
  - March 7-8, 2019 – SANDAG Board Retreat in San Diego
  - March 11-12, 2019 – City Launch - Mobility for 21st Century Conference in San Diego
  - March 13-14, 2019 – California Transportation Commission Meeting in Los Angeles
  - March 14-17, 2019 – CALCOG Leadership Summit in Yosemite, CA



California HERO Activity Report  
**Imperial County Transportation Commission**  
 Launch Date through February 28, 2019

**Program Activity through February 28, 2019**

Member	Launch Date	Eligible Housing Units *	Total Applications Received	Applications Approved	Approved Amount	Funded Projects	Funded Amount	Jobs Created***	Type of Projects			Solar kW Installed	Annual kWh Saved	Annual CO2 Reduced (Tons)
									Energy	Water	Renewable			
Brawley	4/14/2014	5,762	332	199	\$5,460,822	109	\$1,496,976	13	125	0	39	97	1,107,051	288
Calexico	3/24/2015	7,439	712	402	\$13,036,071	238	\$3,072,179	28	228	4	98	250	2,723,083	697
Calipatria	3/24/2015	764	11	5	\$134,632	5	\$61,615	1	6	0	0	0	49,993	12
El Centro	5/23/2014	9,374	568	365	\$11,063,264	198	\$2,691,035	24	211	8	62	174	2,141,886	550
Holtville	3/24/2015	1,284	71	48	\$1,277,602	25	\$319,008	3	23	0	10	18	222,189	58
Imperial	6/10/2015	5,207	242	179	\$6,049,349	101	\$1,634,308	15	97	17	47	133	1,087,158	283
Westmoreland									<b>Inactive</b>					
Imperial County Unincorporated	11/14/2014	10,119	289	169	\$5,485,864	95	\$1,405,100	13	102	3	32	79	983,062	252
<b>Total</b>		<b>39,949</b>	<b>2,225</b>	<b>1,367</b>	<b>\$ 42,507,603</b>	<b>771</b>	<b>\$ 10,680,221</b>	<b>96</b>	<b>792</b>	<b>32</b>	<b>288</b>	<b>751</b>	<b>8,314,421</b>	<b>2,140</b>

\*\* Participation rate based off of funded projects

\*\*\* 1 job for every \$117,000 invested.



# IMPERIAL VALLEY

ECONOMIC SUMMIT

and

GENERAL ASSEMBLY

**SAVE THE DATE!**

**Thursday, May 30, 2019**

**LOCATION**

**Old Eucalyptus  
Schoolhouse**

791 W. Evan Hewes Hwy  
El Centro, CA 92243

**KEYNOTE SPEAKERS**

**Michael Bracken**  
Development Management Group

**Sunne Wright McPeak**  
California Emerging Technology Fund

**Bill Higgins**  
California Association of Council of  
Governments

**HOSTED BY**



**ORGANIZED BY**





SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017  
T: (213) 236-1800 www.scag.ca.gov

## Memorandum

**Date:** March 20<sup>th</sup>, 2019  
**To:** ICTC Commission Meeting  
**From:** David Salgado, Regional Affairs Officer (RAO)  
**Re:** **Southern California Association of Government's Report**

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The following is a summary of the SCAG Executive Director's Report and/or Federal and State Legislature Staff Report for the Imperial County Transportation Commission Meeting March 27<sup>th</sup>, 2019.

- 1. 2019 SCAG RC Election:** In the early part of 2019 SCAG will hold an election for the Regional Council (RC) District 1 seat in collaboration with the California League of Cities. District 1 includes all 7 incorporated cities in Imperial County. The County of Imperial maintains its own RC seat. The 30 day notice is completed. The only name submitted for consideration was EL Centro City Council Woman Cheryl Viegas-Walker, who will continue to represent District 1. The election is tentatively scheduled for March 21<sup>st</sup>, 2019. Please feel free to contact RAO David Salgado with any questions.
- 2. 2019 SCAG 54<sup>th</sup> Annual General Assembly:** The 54th Regional Conference and General Assembly will convene on May 1-3 at the JW Marriott Desert Springs Resort & Spa in Palm Desert, CA. The annual conference brings together over 900 of Southern California's most influential leaders, innovators and policymakers for collaborative, solution-oriented discussions on the region's greatest challenges. Registration for the 2019 Regional Conference will be available shortly. The event is free for elected officials and city managers in the region, and a special early bird registration rate will be available until March 30. For information about sponsorship opportunities, contact Communications Manager Jeff Liu at [liuj@scag.ca.gov](mailto:liuj@scag.ca.gov).
- 3. SCAG President Visit:** SCAG President Alan Wapner is committed to attending sub-regional partner and COG executive meetings in order to address sub-regional leaders about current initiatives under his tenure as SCAG President. President Wapner is committed to attend the March 2019 Imperial County Transportation Commission Meeting scheduled for March 27<sup>th</sup>. All elected officials and city manager are invited and encouraged to attend.
- 4. CONNECT SO-CAL Website:** The official website is now live for Connect SoCal, SCAG's Regional Transportation Plan/Sustainable Communities Strategy. The newly launched page, [connectsocial.org](http://connectsocial.org), offers a clear and user-friendly way to get updates about the ongoing process of building the plan. Check

This website will be a cornerstone of public participation for Connect SoCal, a plan that provides Southern California with a comprehensive transportation vision through 2045. Plan development takes many years to complete and involves working with six county transportation commissions, 15 sub-regional organizations, 191 cities, numerous other stakeholder organizations and the public. Adoption of a final plan is anticipated in April 2020.

5. **SCAG Sustainable Communities Program (SCP) 2019:** On Thursday March 7, 2019 the SCAG Regional Council (RC) approved project submittals for award under the SPG Call for Projects. 2 projects were selected in Imperial County. The first project awarded came from the City of Calexico and will fund a “Rockwood Promenade” project at 2nd St and Rockwood. This will be a temporary “quick build” project implemented over a short time frame to highlight the potential for a promenade. The second award was to ICTC for the creation of a Regional Active Transportation Plan that will be used to compliment the Long Range Planning process moving forward.
6. **Regional Housing Needs Assessment (RHNA) Working Group:** As a part of the upcoming RHNA Cycle SCAG President Alan Wapner has appointed 2 elected officials from each SCAG county to participate in the SCAG RHNA Working Group. The group will meet periodically to ensure participation from each county throughout the RHNA development process. Imperial Counties representative is City of Holtville Councilman, ICTC Commissioner, and SCAG Regional Council and Policy Committee Member Jim Predmore with Councilman Bill Hodge as the alternate. Please feel free to contact SCAG RAO David Salgado with any questions regarding RHNA or reach out to your local delegate to carry any concerns to the presidents sub-committee. We appreciate everyone’s responsiveness to requests to provide the most accurate and current information for the RHNA process.
7. **SCAG Executive Director:** On Thursday October 4<sup>th</sup>, 2018 the SCAG Regional Council took a number of actions pertaining to the SCAG Executive Director Position. The first action taken approved the resignation of Hasan Ikhata. The board also took action to appoint Darin Chidsey, former Chief Operating Officer, as the Interim Executive Director effective Monday October 8<sup>th</sup>. The search is ongoing to secure a new SCAG Executive Director.
8. **SCAG Policy Committee Appointments:** At the April 5<sup>th</sup>, 2018 Regional Council Policy Committee meetings Imperial County Supervisor and Regional Council Member Luis Plancarte was appointed as the Vice-Chair of the Energy and Environment Committee (EEC). El Centro Mayor and SCAG Past President Cheryl Viegas-Walker was appointed as the Vice Chair of the Transportation Committee (TC) Vice-Chair.

## REGISTER NOW FOR THE 2019 SCAG REGIONAL CONFERENCE & GENERAL ASSEMBLY

Tickets for SCAG's premier regional leadership event are now available – register today! The 54th SCAG Regional Conference and General Assembly will convene on May 1-3 at the JW Marriott Desert Springs Resort & Spa in Palm Desert, CA. This year's theme, "Beyond Boundaries," is about transcending the jurisdictional boundaries of individual cities and counties to plan for the whole region. The event's panel topics will lay the foundation for Connect SoCal – SCAG's 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy and will explore what it means to truly connect a region of 191 cities, identify paths to strengthening leadership and community-building around traffic safety, and provide tangible strategies for harnessing new technologies to benefit everyone.

Nearly 1,000 of Southern California's most influential leaders and innovators are expected to attend, including local elected officials, CEOs, business and civic leaders, transportation and environmental stakeholders, local government staff and others. This event is free for elected officials and city managers in the SCAG region. For other attendees, a special early bird registration rate of \$250 will be available until April 5. Register now!

## CONNECT SOCIAL UPDATE

Beginning last month, SCAG began setting the stage for policy discussions at the board level on the Connect SoCal plan —the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy. Staff and invited experts will present at a series of joint and individual policy committee meetings to provide members with a greater understanding of emerging regional issues. February's meeting centered on one fundamental question: *Who are we planning for?* A presentation from SCAG staff covered the region's declining birth rates, coming shifts in age structure, dwindling middle-income jobs and outmigration caused by high housing costs. The staff update was followed by guest remarks from USC Price Professor Antonio Bento, who underlined the importance of thoughtful consideration of residents' housing and mobility preferences. A recap of the Joint Policy Committee presentation, along with subsequent focused discussions at the policy committee meetings is available on the [Connect SoCal website](#). Meetings in March and April will center around two other important questions: "Where will we grow?" and "How will we connect?" Feedback from these meetings will inform the policies, strategies and investments included in Connect SoCal.

Topic-specific working groups, which bring together regional stakeholders to discuss the development of Connect SoCal and provide technical expertise, also continue to meet on a regular basis. On Feb. 21, the Sustainable Communities working group and the Natural & Farm Lands Conservation working group both held meetings, drawing staff from local jurisdictions and transit agencies as well as representatives from non-profit organizations and private companies. At the Sustainable Communities meeting, guest speaker Michael Bohn from Studio One Eleven shared his experience revitalizing retail areas in cities throughout the region. The group also discussed potential strategies to implement the future Connect SoCal plan. The Natural & Farm Lands Conservation Working Group featured an update on Connect SoCal Conservation Scenarios and other relevant regional projects. More information about our regional planning working groups, including details on upcoming meetings, is available on the [SCAG website](#). For the latest details on the plan's development, visit [connectsocial.org](#).

## SCAG IN SACRAMENTO: DELEGATION ADVOCATES FOR THE REGION

A SCAG delegation of Southern California leaders traveled to the state Capitol Feb. 12-13 for the annual SCAG Legislative Summit to advocate on behalf of the region. The SCAG delegation, joined by leaders from the Southern California Leadership Council and other regional partners, met with a bipartisan group of state lawmakers to discuss issues areas related to the state's intractable housing crisis, advocating for modernization of the California Environmental Quality Act, use of redevelopment/tax increment financing and increased funding for housing programs in the region. The delegation met directly with 27 state legislators and staff representatives of seven others, including many members of the Budget, Transportation and Housing Committees of both chambers, as well as many newly-elected Southern California legislators.

The delegation engaged with Senator Scott Weiner, Chair of the Senate Housing Committee, on housing solutions. An additional highlight of the Summit included an update of the Newsom Administration's recently released budget proposal from Keely Bosler, Director of the Department of Finance, and a discussion of regional equity considerations with regard to state funding sources with Assemblymember Sydney Kamlager-Dove, convener of the 41-member Los Angeles County Legislative Caucus. SCAG is committed to continuing to work with Southern California's elected representatives in Sacramento to advance the region.

## SCAG INFRASTRUCTURE FINANCING PILOT PROGRAM RECEIVES APPROVAL FROM PLACENTIA

On Feb. 19, the Placentia City Council voted unanimously to approve a resolution supporting the establishment of an Enhanced Infrastructure Financing Districts (EIFD), which will help finance much-needed transit supportive infrastructure improvements directly to the north and south of the upcoming Metrolink Station along State Route 91, one of the busiest and most congested transportation corridors in Southern California. SCAG has been working with the City of Placentia and other communities to bring EIFDs – and their tax-increment financing model – to the six-county region. The Financing Districts were approved by the Legislature in 2014 as a successor to the former redevelopment agencies. These separate and independent government entities work with local agencies to finance a variety of public infrastructure and economic development projects through the value-capture mechanism known as tax increment financing. The Orange County Board of Supervisors is expected to vote on a similar resolution on April 9. SCAG is happy to partner with the City of Placentia and the County of Orange on this effort, which would be one of four EIFDs in California, and the first EIFD to involve both a city and county partnership statewide.

## APPLICATIONS DUE APRIL 26 FOR 2019 SCAG SCHOLARSHIPS

Each year, SCAG offers financial support and professional development to a select number of the region's high school and community college students. This year, seven scholarships of \$4,000 will be awarded to eligible students across the six-county SCAG region. The program is designed to help students develop long-term career goals and winners will be provided a two-week internship with a local planning agency or council of governments, getting the opportunity to meet with elected officials and practicing planners to learn more about careers in public service. Community college students or high school juniors and seniors who live in the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino or Ventura are eligible to apply. Application materials and additional details are [available online here](#). If you have questions, please contact Houston Laney at [laney@scag.ca.gov](mailto:laney@scag.ca.gov).

## SCAG HOSTS EVENT TO HELP CITIES IMPLEMENT NEW STATE GUIDELINES

On March 1, SCAG hosted a full-day educational program to help local and regional planners understand the implications of recent changes to state environmental policy. Prompted by Senate Bill (SB) 743, transportation impact analyses, which have previously focused on maintaining a certain "level of service," will now prioritize reducing "vehicle miles traveled" (VMT), which is the amount of automobile travel attributable to a project. The workshop, "[Shifting from Maintaining LOS to Reducing VMT: Case Studies of Analysis and Mitigation for SB 743 Implementation](#)," was organized by Portland State University's Urban Sustainability Accelerator program and hosted at SCAG's main office in downtown Los Angeles.

The program was attended in person by approximately 45 registered attendees, with an additional 120 webinar participants. They represented a wide spectrum of stakeholders including land use, transportation, and environmental planning practitioners, legal professionals and academics. Discussion topics included: methods and strategies for project-based VMT impact analysis, including a review of various statewide case studies; the determination of VMT significance thresholds; and an assessment of various types of project-based and programmatic VMT mitigation strategies, including regional VMT banking and transaction exchange programs. The event provided a forum for discussion of how these new policies will impact local and regional transportation and land use planning, helping lay a foundation for successful implementation of the new requirements, which will take effect statewide next year.

## SCAG WEBINAR ADDRESSED URBAN HEAT ISLAND REDUCTION

On Feb. 20, SCAG hosted a Toolbox Training webinar featuring presentations on strategies cities and counties can use to reduce the Urban Heat Island Effect, the phenomenon of metropolitan areas experiencing much warmer temperatures than surrounding rural areas due to human activities. Speakers included Elizabeth Skrzat who gave a presentation on [developing an urban forest management plan for the City of Los Angeles](#), Jessica Sotorus, who spoke about the City of Colton's [Urban Forest Management Master Plan](#) and Greg Spotts on the City of Los Angeles' [Cool Pavement Pilot Project](#). To access a recording of the webinar and downloads of the presentations, please visit <http://sustain.scag.ca.gov/Pages/Online-Training-Materials.aspx>.





**Date:** March 20, 2019  
**To:** ICTC Commissioner's  
**From:** Cory Binns, Caltrans District 11, District Director  
**Re:** **District Director's Report**

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The following is the California Department of Transportation, District 11 report for the Imperial County Transportation Commission (ICTC) Management meeting of March 27, 2019:

1. Project Updates:

Please see maps at end of report for project level detail.

2. Construction:

Interstate 8 (I-8) Continuously Reinforced Concrete Pavement Project (CRCP)

I-8 CRCP Project was divided into five segments with segments 1-3 being complete. The entire project is scheduled for completion in 2019.

Segment 4: This segment is divided into two sections located near El Centro from west of I-8/SR-111 separation to just west of Anderholt Road overcrossing and from east of the East Highline Canal Bridge to west of the I-8/SR-98 separation. This segment began construction on July 10, 2017. Section One was fully open to traffic on September 28, 2018 with only minor work remaining which will cause temporary lane closures. On Section Two, westbound traffic was shifted onto Evan Hewes Highway on August 6, 2018 and paving has started in the westbound lanes. *Work on Section Two is expected to continue through the end of 2019.*

### 3. Traffic Operations:

#### SR-86/Customs & Border Protection Checkpoint Expansion

Caltrans provided a design alternative with cost estimate to ICTC. The design will allow for two lanes for use by CBP under a newly constructed canopy to be placed over SR-86, and two lanes of secondary inspection during peak periods, which should reduce or eliminate queuing of traffic during these time periods. This was approved by the Commission in late 2017.

*AECOM is awaiting comments and input from CBP, primarily electrical, before the 65% design plans can be completed.*

#### SR-98 Intersection Improvements

*Caltrans Maintenance crews have installed two rectangular rapid flashing beacons at the intersection of C.N. Perry and the ladder crosswalks pavement markings at Encinas Avenue on January 23, 2019. The ladder crosswalks at Rockwood Avenue were installed on January 29, 2019.*

*Two speed feedback signs were replaced at the original locations on January 31, 2019.*

*Additional school zone crosswalks at Andrade Avenue/Meadows Road and Rivera Street, as well as the “slow school xing” pavement markings located east and west of C.N. Perry will be updated by a separate Caltrans Construction project. It is expected that the installation of the additional pavement markings will be completed by April 2019.*



## Traffic Operations (continued):



### All American Canal Bridge/SR-186

The BOR has requested that Caltrans investigate constructing a separate structure over the All American Canal. Caltrans has agreed to do a Feasibility Study to look at options. On September 25, 2018 a meeting to review proposed alternatives was held with several of the agencies. *Comments have been received from the various agencies and the feasibility report is being finalized.*

#### **4. Planning:**

##### Calexico Traffic Management Plan

Caltrans has been awarded a grant from the Federal Highways Administration (FHWA) State Planning & Research funds, with an 80/20 in-kind match by the Imperial County Transportation Commission (ICTC) to fund a \$100,000 Traffic Management Plan (TMP) for access to the Calexico West Port of Entry (POE). A Public Outreach Contract was also awarded which provided an additional \$60,000 for public involvement, workshops and communication strategies.

This effort has a two-tier approach. Tier one has addressed access for opening day traffic conditions. Tier two will provide further analysis and recommendations for potential traffic shifts for the 60-90 day period beyond opening day conditions.

### Planning (continued):

The Calexico West POE Expansion (Phase I) is complete. The POE Expansion requires the City of Calexico to widen and improve Cesar Chavez Boulevard which will serve as future access to the POE. It is anticipated that construction on Cesar Chavez Boulevard will be complete in *late Spring 2019*.

The next portion of the TMP will focus on analyzing the traffic circulation patterns resulting from the traffic shifts, and make recommendations for improvements in the 60-90 day period post opening day conditions. *Draft documents have been provided to the TWG for review, and the 5th TWG meeting was held in March 2019. There will be one remaining public outreach effort, at which the final northbound and southbound access will be presented to the public; it is tentatively scheduled to be held in April/May 2019.*

### City of Calipatria – Railroad Corridor Multi-Use Bikeway Master Plan

The City of Calipatria was awarded a 2018-2019 Sustainable Communities Planning Grant administered by Caltrans for the development of a bikeway plan to connect the easterly area of Calipatria to the western side of the City and the development of a safe corridor to cross the Union Pacific Railroad.

This Railroad Corridor Multi-Use Master Plan will build upon the Bicycle Master Plan by combining a Class I and a Class II bikeways and providing additional linkages between the affected neighborhoods. This will provide the underserved community to the east of the railroad tracks with a safer crossing point to reach destinations on the west. It will also include landscaping features and a sound wall to encourage bicycle use and to improve the quality of life of the residents affected by noise pollution from the railroad use.

A kick-off meeting was held in early December with the City of Calipatria, KOA Corporation (consultant), and Caltrans. *The initial outreach was held on March 19, 2019. Calipatria has promoted this event by notifying residents through information included in their utility bills. This project is expected to be complete in late 2019.*

### **5. Senate Bill I Projects:**

Caltrans is working on three projects in Imperial County that are funded through SBI.

- SR-86 Pavement Improvement Project - Construction began July 9, and was *completed on February 28, 2019.*
- SR-111 & SR-98 Pavement Overlay - Construction began on September 17, 2018 *and is expected to be complete in summer 2019.*
- I-8, SR-86, SR-98, SR-111, SR-186 Bridges Project - Construction began in September 2018 and was completed on January 31, 2019.

## Senate Bill 1 Projects (continued):

A fourth project received funding from the CTC for the Design and Environmental phases; for the widening of the bridge over the All American Canal at the Calexico East POE. Caltrans is providing design and environmental services for this project.

### 6. Upcoming Projects:

*For 2019, there are two projects that have been confirmed in the Caltrans Project Delivery Plan in Imperial County. They are:*

- *Culvert rehabilitation on SR-78, from approximately Midway Well to Palo Verde.*
- *Construction of the full replacement interchange at I-8 and Imperial Avenue.*

*As these projects move forward to construction, additional information will be provided.*

### 7. Maintenance:

Maintenance completed work for Smoothness Surface Corrections to address the rough ride on SR-86 from just north of Westmorland to South Marina Drive, in both the northbound and southbound directions. Work on sealing cracks and preparing this same area for upcoming pavement preservation projects continues.



## Maintenance (continued):

Maintenance crews in El Centro are in the process of completing the trimming of the median oleanders as part of the annual landscape trimming commitment to the City of El Centro.



## 8. Local Assistance:

### Inactive Projects

“Future Inactive” projects should be billed within the specified and agreed-upon timeframe to avoid deobligation of funds.

*As of March 14, 2019, the inactive and future inactive list was updated. Action is required by these agencies: The Imperial County Transportation Commission, as well as the cities of Calexico and El Centro.*

*The next deadline to submit Inactive and Future inactive invoices is May 20, 2019, which will be the due date in District 11 to avoid unilateral deobligation of federal funds.*

*Verify by using the “Inactive” link shown below for exact Inactive Project dates. Note: An invoice is not cleared from either the “Inactive” or “Future Inactive” list until paid by the State Controller’s Office. Provided Local Agencies adhere to the format described in Chapter 5 of the Local Assistance Procedures Manual, invoices are typically paid by check within 60 days after receipt (or 50 days if paid through Electronic Funds Transfer).*

### Local Assistance (continued):

A complete list of Inactive Projects can be found online.

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

### New Local Assistance Procedures for Construction Manager and General Contractor

*On March 13, 2019, the Federal Highway Administration (FHWA) approved the Local Assistance Procedures for Construction Manager and General Contractor. FHWA provided guidance to Caltrans while developing the procedures and approved them for use on Federal-Aid locally administered projects.*

*View the Local Assistance Procedures for Construction Manager and General Contractor under Local Assistance Policies and Procedures webpage.*

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

### 2016 Repurposed Projects: Need to program/obligate ASAP

Funding obligations for projects with 2016 Earmark Repurposing funds must be completed by September 30, 2019, or the funds will lapse. Below is the weblink to the FHWA-approved list, with six projects located in Imperial County.

Some important items to remember:

- Agencies need to work with the MPO/RTPA (SCAG/ICTC) if the funds still need to be programmed this FFY, and require a formal amendment. Funds will be at greater risk of lapsing if not properly programmed. Once programmed, Requests for Authorization (the E76) must be sent to District II Local Assistance as soon as possible.
- If an agency plans to designate any of the funds for the Construction phase, the PE phase (including NEPA clearance) and R/W certification must be completed prior to the CON funding request; otherwise, CON funds will lapse

<http://www.dot.ca.gov/hq/LocalPrograms/earmark/2016/Approved-Earmark-Repurposing-Project-List20170801.pdf>

Since the Federal Aid Database System (FADS) tends to shut down prior to the Federal Fiscal Year (FFY) end in September, funds must be obligated no later than July/August 2019.

## Local Assistance (continued):

### February 1, 2019: Federal Fiscal Year 18/19 Requests for Authorization/Obligation Past Due:

Funding Requests for Authorization (RFA) this federal fiscal year were due by February 1, 2019. Early RFA submittals will minimize delay to obtaining fund authorizations. Notify the Area Engineer of any pending requests.

### Division of Local Assistance Listserver Email Subscription

Sign up for a Division of Local Assistance “Listserver” to receive significant updates or additions to Local Assistance webpages, including changes to the Local Assistance Procedures Manual (LAPM) and Local Assistance Program Guidelines (LAPG), new Office Bulletins and Local Programs Procedures, as well as Calls for Projects.

<http://lists.dot.ca.gov/mailman/listinfo/dla-website-updates-announce>

### Division of Local Assistance Blog (LAB)

A Caltrans Local Assistance Blog (LAB) provides clarity on issues and contributes to the successful delivery of transportation projects using federal resources. Categories covered by the LAB:

Subsidized Classes for Local Agencies, Policy/Procedures, Program Guidelines, Training, Environmental Review, and Right of Way.

<http://www.localassistanceblog.com>

### Training

For questions or to register for any training, you may contact the District II Local Assistance Training Coordinator, Alma Sanchez, via email at [Alma.Sanchez@dot.ca.gov](mailto:Alma.Sanchez@dot.ca.gov) or phone: 619-278-3735.

### Subsidized Classes for Local Agencies

The California Local Technical Assistance Program is a jointly funded effort between Caltrans and the FHWA to provide local governments with training, information, technology and direct assistance to help transportation infrastructure. Upcoming courses are listed at the following link:

<http://registration.techtransfer.berkeley.edu/wconnect/ShowSchedule.awp?&Mode=GROUP&Group=:FULL&Title=Complete+Listing>



## Local Assistance (continued):

### Mandatory Requirements

#### DBE Methodology Update:

For all federal contracts (consultant and construction) advertised or authorized since October 1, 2018, local agencies must use the updated Local Assistance Procedures Manual Exhibit 9-D template to calculate Disadvantaged Business Enterprise (DBE) goals.

#### Download Updated Exhibit 9-D

<http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/chapter9/9d20180830.xlsx>

Background: On July 31, 2018, Caltrans submitted a Proposed Overall DBE Goal and Methodology of 17.6% for 2018-19 through 2020-21 to the Federal Highway Administration. California must make efforts to achieve this target on all DBE commitments effective October 1, 2018. Updates to the DBE contract goal methodology now require federal local assistance contracts to base goals upon seven DBE firms per sub-contractable task and factoring the total DBE work made available by 80%. Supply and trucking component calculations remain unchanged at 12% and 10%, respectively, for all tasks that are not determined to be sub-contractable. The latest Local Assistance Procedures Manual forms can be found at

<http://www.dot.ca.gov/hq/LocalPrograms/lam/forms/lapmforms.htm>

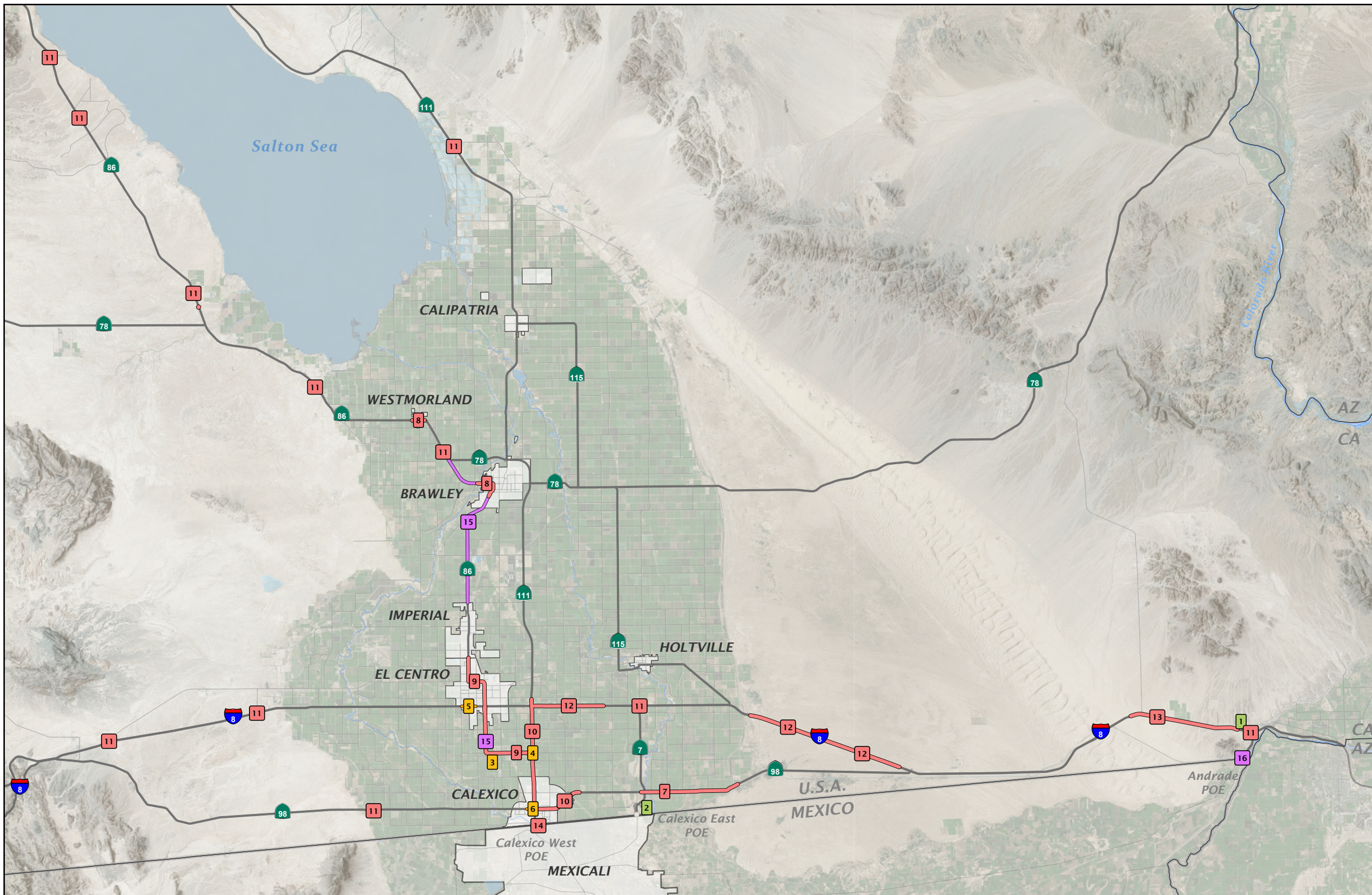
#### Title VI Nondiscrimination Program:

A reminder that local agencies shall comply with all Title VI requirements. See LAPM Section 9.2, Title VI of the Civil Rights Act of 1964 and Related Statutes.


Title VI and the additional nondiscrimination requirements are applicable to all programs and activities administered by a recipient, in addition to programs receiving federal financial assistance, due to the Civil Rights Restoration Act of 1987. Nondiscrimination provisions apply to all programs and activities of federal-aid recipients, subrecipients, and contractors, regardless of tier (49 CFR 21).

The requirements include providing and maintaining the following, as detailed in LAPM Section 9.2: Title VI Nondiscrimination Statement, Assurances (as part of the Master Agreement and Program Supplement Agreement), Designation of a Title VI Coordinator, Complaint Procedures, Data Collection, Training, Limited English Proficiency (LEP) accessibility, Dissemination of Information, Contracts and Agreements, Environmental Justice, Public Hearings and Meetings, Right-of-Way activities, Construction contract compliance, Monitoring, and others.

Note that an agency is subject to a Title VI program and compliance review at any time by Caltrans, Division of Local Assistance.



## ENVIRONMENTAL

1. SR-186/I-8 Interchange Improvements
2. SR-7 All American Canal Bridge Widening 

## DESIGN

3. SR-86/Dogwood Road Intersection Improvements\* Design Complete Fall 2019
4. SR-86/SR-111 Intersection Improvements\* Design Complete Fall 2019
5. I-8/Imperial Ave Interchange Improvements Design Complete Summer 2019
6. SR-98 Widening Phase 1C Ollie Ave to Rockwood Ave Design Complete Summer 2019 
7. SR-98 Pavement Rehabilitation Design Complete Spring 2020

## CONSTRUCTION

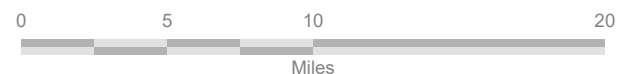
8. SR-86 Pavement Rehabilitation Construction Complete Spring 2019 
9. SR-86 Pavement Rehabilitation Construction Start Spring 2019
10. SR-111/SR-98 Pavement Rehabilitation Construction Start Spring 2019 
11. Routes 8, 86, 98, 111, and 186 Bridges Construction Complete Spring 2019 
12. I-8 Pavement Rehabilitation at Various Locations Construction Complete Fall 2019
13. I-8 Pavement Rehabilitation at Ogilby Rd to SR-186 Construction Complete Spring 2019
14. SR-111 Calexico West - GSA POE Reconfiguration\* Construction Complete Spring 2019

## RELINQUISHMENT

15. SR-86 Relinquishment From SR-78 to SR-111 Senate Bill 788 Approved Fall 2013
16. SR-186 Relinquishment 500 Feet from Border to GSA\* Complete Spring 2019



- Environmental
- Design
- Construction
- Relinquishment



 :Project funded by Senate Bill 1

Abbreviations:

GSA: General Services Administration

98: Port of Entry

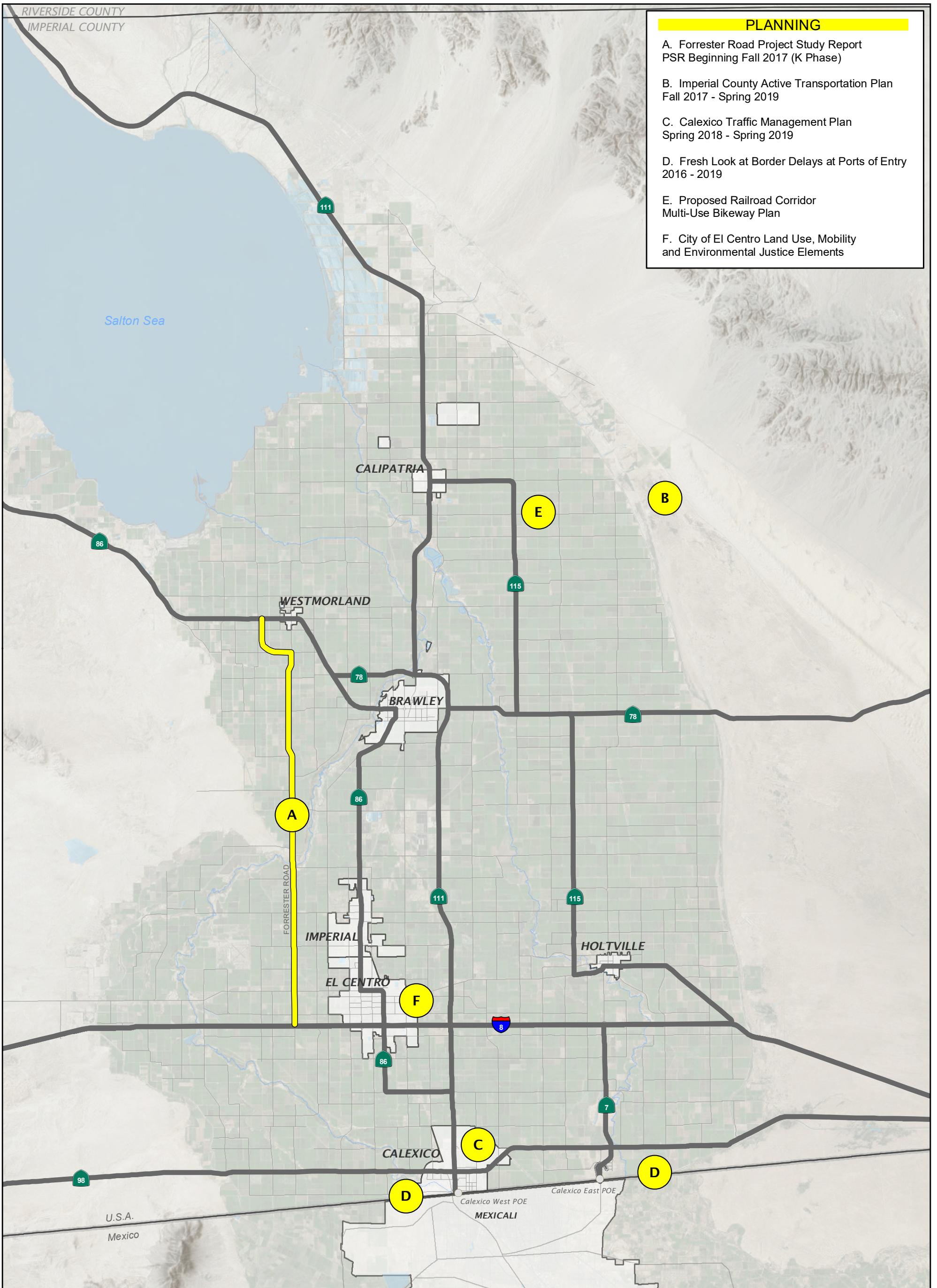
Portions of this map contain geographic information copyrighted by the Imperial County GIS program. All rights reserved. The data provided is "as is" without warranty of any kind.

Date:01/16/2019

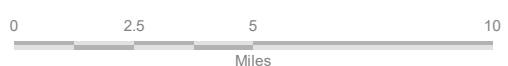
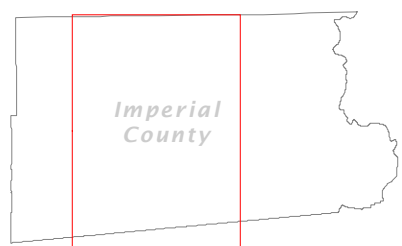
\* The California Department of Transportation (Caltrans) is a partner in this study/projects, although not the lead agency.



# IMPERIAL COUNTY STATUS OF TRANSPORTATION STUDIES AND REPORTS



- PLANNING**
- A. Forrester Road Project Study Report  
PSR Beginning Fall 2017 (K Phase)
  - B. Imperial County Active Transportation Plan  
Fall 2017 - Spring 2019
  - C. Calexico Traffic Management Plan  
Spring 2018 - Spring 2019
  - D. Fresh Look at Border Delays at Ports of Entry  
2016 - 2019
  - E. Proposed Railroad Corridor  
Multi-Use Bikeway Plan
  - F. City of El Centro Land Use, Mobility  
and Environmental Justice Elements



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Date: 10/01/2018

# **VII. ACTION CALENDAR**

## **A. ICTC OPPOSITION TO AB 854**



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

March 22, 2019

The Honorable Chad Mayes  
California State Assembly  
State Capitol, Suite 4098  
Sacramento, CA 94249

***RE: AB 854 - Strongly Opposed***

Dear Assembly Member Mayes,

The Imperial County Transportation Commission (ICTC) must respectfully oppose your AB 854. This legislation would bring about far-reaching and negative impacts to ratepayers and local governments of both the Imperial and Coachella Valleys at the behest of a very small group of constituents you represent in those areas. Furthermore, this bill ignores the long-standing relationships and legal agreements that exist and have resulted in affordable and reliable energy service to the people of those Valleys over the past 85 years.

ICTC is a regional transportation planning and transit agency for Imperial County. ICTC works collaboratively with regional partners on a wide range of programs and activities to keep Imperial County moving and improve our quality of life. Legislation like the one proposed by AB 854 will negatively impact the Imperial Irrigation District. As a member agency, the IID has full support by ICTC to oppose AB 854.

It is important to recognize IID's energy service area covers only a small portion of Riverside County, yet AB 854 would require that a majority of the total board seats be filled by those elected from that County. In doing so, the voting rights of Imperial Valley residents would be effectively diluted and undervalued.

Proponents of AB 854 have publicly stated they have no "representation". While this statement may grab headlines, it is not an accurate reflection of IID's customer service record or its ratepayer focused programs. IID has permanent offices in the city of La Quinta complete with a customer service center and full-time staff. The Board of Directors holds public meetings in the Imperial and Coachella Valleys and its Energy Consumers Advisory Committee is comprised of ratepayers from both Valleys.

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

Finally, it is our understanding the rights which allow IID to serve customers in the Coachella Valley are tied to complex water and energy legal agreements with the Coachella Valley Water District and Southern California Edison. The agreement with CVWD, for example, dates back to 1934 and requires IID to make annual lease payments that it estimates have reached approximately \$45 million to date. AB 854 will have a direct impact on these agreements.

In closing, we urge you to closely consider the far-reaching and negative impacts of your legislation to all the communities served by IID and instead open a constructive dialogue with the principal parties to better understand their unique roles and responsibilities.

Sincerely,

Robert Amparano  
Chairman  
Imperial County Transpiration Commission

cc: Senator Ben Hueso, S.D. 40  
Senator Jeff Stone, S.D. 28  
Assembly Member Eduardo Garcia, A.D. 56

DRAFT



# IID

*A century of service.*

www.iid.com

*Since 1911*

*Mailed and via e-mail to:*

Assemblymember Mayes c/o [angela.qualley@asm.ca.gov](mailto:angela.qualley@asm.ca.gov)

February 27, 2019

The Honorable Chad Mayes  
California State Assembly  
Assembly Room Number 4098  
Sacramento, CA 95814

**RE: AB 854 - Strong Opposition**

Dear Assemblymember Mayes:

The Imperial Irrigation District (IID) has taken an opposed position to Assembly Bill 854. It is our contention that you are seeking to fix something that has demonstrated effectiveness over the past 85 years.

IID remains confident of its socially conscious, reliable electric service in the Coachella Valley at *half* the rates of neighboring private electric service providers. IID's performance on behalf of its customers provided electric services has demonstrated efficient organization and management, and has benefited the public good.

AB 854 is turning to the California Legislature to resolve a legal dispute between Riverside County and IID after a Los Angeles County Superior Court found that prior related actions by the Riverside County Board of Supervisors likely constituted an unconstitutional usurpation of the California Legislature's law-making authority. (See enclosed Order)

More importantly, AB 854 would allow Riverside County voters, who **do not reside** within the IID, and **do not buy electricity or water** from IID, to vote for and serve as members of its Board of Directors. The residents of Riverside County are served by their own water districts and electric companies separate and apart from IID.

It is helpful to understand the historical circumstance that led to the current configuration of IID and the water districts and electric companies that serve Riverside County. IID was formed in 1911, as an irrigation district under what is referred to today as the Irrigation District Law in the California Water Code, to provide water to Imperial Valley residents. Coachella Valley Water District (CVWD) was formed in 1918, as a county water district under what is referred to today as the County Water District Law in the

California Water Code, to provide water in the Coachella Valley within Riverside County. In the 1920s, a private electric company served electricity to the inhabitants within the boundaries of both IID's and CVWD's territories at a high cost to the residents. In 1926, in order to secure cheaper sources of power, IID authorized an investigation into the possibility of developing hydroelectric power along its canal system.

In 1928, the U.S. Congress enacted the Boulder Canyon Project Act authorizing the development of the Hoover Dam and allowing IID and CVWD to develop facilities for generating and marketing electric power from the gravity fall of water through the canal system to these areas. In 1932, IID and the United States executed a contract under the Boulder Canyon Project Act for the development of the All-American Canal and the Imperial Dam, which diverts water from the Colorado River. The 1932 agreement set in place the boundaries of IID's water service territory and allowed IID to use all the power generation opportunities not reserved by the U.S. created by the canal system. It also allowed for CVWD to annex to IID and for IID to provide water to the Coachella area.

CVWD chose not to annex to IID and challenged IID's contract seeking its own contract with the United States for the development of the Coachella Canal branching off the All-American Canal to serve the Coachella Valley. To resolve this dispute, IID and CVWD entered into the 1934 Compromise Agreement ("1934 Agreement"). Under the 1934 Agreement, CVWD agreed to subordinate its water rights to IID and the parties planned to enter into a 99-year lease to address the rights CVWD would have in the hydroelectric power potential of the Coachella Canal. (A copy of the 1934 Agreement is attached.)

While the Coachella Canal was eventually built without any drops and, therefore, there was never any hydroelectric power opportunities from it, IID has paid a significant amount of money to CVWD from energy revenues pursuant to the 1934 Agreement. Of course, should AB 854 be enacted and allowed to stand, the induced breach of contract would certainly relieve the IID from paying the portion of revenue.

In 1934, IID also began to acquire diesel electric generators and to construct a distribution system in the Imperial Valley. In 1943, IID decided to expand its power business to the Coachella Valley when it acquired the electric system and properties of the California Electric Power Company in Imperial County and parts of San Diego and Riverside Counties. IID and California Electric Power Company entered into a purchase and sale agreement conditioned upon IID receiving appropriate regulatory approvals and agreeing not to compete in specified areas. Unlike CVWD, as an irrigation district under the California Water Code sections 22115 and 22120 (adopted in 1943), IID has the specific power to generate, transmit, distribute and sell electricity within and outside its boundaries.

The purchase contract with California Electric Power Company determined the electric service territory boundaries for 25 years. Since then IID's electric service area has been formalized further by a succession of boundary service agreements with Southern



California Edison, a successor to California Electric Power Company, which has been approved by the California Public Utilities Commission.

The agreements with CVWD and SCE are expressly allowed by federal law, long-standing agreements involving water rights, among other things, and state law under which the California Legislature expressly authorizes irrigation districts such as IID to “sell, dispose of, and distribute electric power for use outside of its boundaries.” (Cal. Wat. Code §22120)

AB 854 faces a number of additional legal obstacles of which you should be aware. In addition to impairing historical contractual and legal obligations of CVWD and IID, AB 854 arguably is preempted by federal law. The 1934 Agreement between CVWD and IID is integral to resolution of legal disputes involving water and hydroelectric power rights. As such, it was an organic part of the whole federal legislative effort to control and mediate the differing competing interests involving the Colorado River. This extensive federal interest was acknowledged by the Supreme Court in *Arizona v. California* (1963) 373 U.S. 546, 588. The Supreme Court elaborated on federal involvement in *California v. United States* (1978) 438 U.S. 645, 673–74: “...because of the unique size and multistate scope of the [Boulder Canyon] Project, Congress did not intend the States to interfere with the Secretary’s power to determine with whom and on what terms water contracts would be made.” AB 854 would abrogate the IID’s contracted rights in its 1932 agreement and under the 1934 Agreement. This abrogating effect would not only impact IID, but all federal contracting agencies with rights to the Colorado River within California. The legal ramifications of AB 854 would create a ripple effect of uncertainty to numerous subsequent federal and state contracts involving the Colorado River and IID’s water rights, as well as IID’s legal obligations to transfer water to CVWD, San Diego County Water Authority and the Metropolitan Water District of Southern California, undermining any stability to California’s water supplies.

In addition, AB 854 raises First Amendment issues. It overrides Imperial Valley residents’ electoral control over the IID Board of Directors and it arguably denies the residents of Imperial Valley their right to association. The Supreme Court has recognized: “The freedom to join together in furtherance of common political beliefs necessarily presupposes **the freedom to identify the people who constitute the association to those people only**. That is to say, a corollary of the right to associate is the right not to associate.” *Cal. Democratic Party v. Jones* (2000) 530 U.S. 567, 574. The Supreme Court recognized an association’s right to “limit control over their decisions to those who share the interests and persuasions that underlie the association’s being.” *Id.* at 574. AB 854 denies the residents of Imperial Valley that right.

AB 854 also violates the “one person, one vote” principle required by the Fourteenth Amendment. Diluting the rights of Imperial Valley residents by adding a greater number of Coachella Valley residents to the voting roster fails under the Fourteenth Amendment’s principle of “one person, one vote.” *Reynolds v. Sims* (1964) 377 U.S. 533, 538; *Assembly v. Deukmejian* (1982) 30 Cal. 3d 638, 659. “Overweighting and overvaluation of the votes of those living here has the certain effect of **dilution** and **undervaluation** of the votes of those living there... weighing the votes of citizens differently... merely because of where they happen to reside, hardly seems justifiable.” *Reynolds*, 377 U.S. at 563. (emphasis added). AB 854 deprives the residents of Imperial Valley that right.

We have heard that the intent of AB 854 is to redress the idea that IID’s electrical service in the eastern Coachella Valley is akin to “taxation without representation.” Just so the record is correct, a charge for electrical service is a fee and not a tax. See, Cal. Const. art. XIII §1 (e), [defining fees]; *Isaac v. City of Los Angeles* (1998) 66 Cal. App. 4th 586, 597-98. The courts have also held that fee paying ratepayers are not entitled to voting rights when paying fees. *Bay Area Cellular Telephone Co. v. City of Union City* (2008) 162 Cal. App. 4th 686, 693. If IID were a private electric company, such as Southern California Edison which also serves the Coachella Valley and large areas of Riverside County, no such complaint would be heard from customers.

Finally, and perhaps most troublesome of all the legal obstacles AB 854 faces is the change it seeks to achieve in the ownership of IID’s water rights. IID has defended its water rights for more than seventy years against various attacks that have led to decisions by the United States Supreme Court affirming the nature of IID’s water rights. From *Arizona v. California* (1963) 373 U.S. 546 to *Bryant v. Yellen* (1980) 447 U.S. 352 IID has successfully defended its water rights. Even today, IID is involved in litigation defending its Colorado River water rights. AB 854 would transfer control of the IID Board of Directors to Riverside County, a political subdivision of the state holding no water rights of its own, thereby giving full control over IID’s water rights to board members elected by voters from Riverside County. Neither the IID board nor its residents can allow this to happen. Indeed, a cynical view would lead one to believe that such is the real intent of this proposed legislation. Perhaps it is an unintended consequence of AB 854, nonetheless it is a real threat and unacceptable.

In short, IID has done nothing more than what is in the best interest of its residents and customers and fully authorized by federal and state law, which has been memorialized in contracts among several parties. And both IID and CVWD are bound by federal law to honor the 1934 Agreement. AB 854 is more than the shoehorning of Coachella Valley or Riverside County residents onto IID’s Board. Rather, it seems a precursor to

The Honorable Chad Mayes  
February 27, 2019  
Page 5 of 5

obtain leverage over IID's water rights through a forced renegotiation of the 1934 Agreement.

IID hopes that upon review of these facts and law, you reconsider the pursuit of AB 854.

In the spirit of continued cooperation on issues of existential importance, IID urges your office to withdraw AB 854, and instead, engage IID in a productive discussion of Coachella Valley ratepayer concerns.

Very truly yours,

  
Frank A. Oswalt, III  
General Counsel

Attachments: LA County Superior Court Order  
Tentative Order  
1934 Compromise Agreement

**ASSEMBLY BILL**

**No. 854**

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**Introduced by Assembly Member Mayes**

February 20, 2019

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An act to add Section 21562.7 to the Water Code, relating to irrigation districts.

LEGISLATIVE COUNSEL'S DIGEST

AB 854, as introduced, Mayes. Imperial Irrigation District: retail electric service.

Existing law, the Irrigation District Law, with certain exceptions, requires a director on the board of an irrigation district that provides electricity for residents of the district to be a voter of the district and a resident of the division that the director represents. Existing law authorizes an irrigation district to sell, dispose of, and distribute electricity for use outside of the district's boundaries.

This bill would require the membership of the board of directors of the Imperial Irrigation District to increase from 5 to 11 members, with the 6 additional directors meeting certain qualifications, including that each be a resident of and qualified as eligible to vote in the County of Riverside. The bill would provide for the election of the additional directors at the 2020 general district election. The bill would authorize the district board to adopt a resolution decreasing the number of directors and the divisions from which they are elected from 11 to 5 if a public utility district is formed that provides electricity outside the territory of the Imperial Irrigation District and consists of a board of directors with a majority of seats representing the County of Riverside. By imposing new duties on an irrigation district, this bill would impose a state-mandated local program.

This bill would make legislative findings and declarations as to the necessity of a special statute for the County of Riverside and the Imperial Irrigation District.

The California Constitution requires the state to reimburse local agencies and school districts for certain costs mandated by the state. Statutory provisions establish procedures for making that reimbursement.

This bill would provide that, if the Commission on State Mandates determines that the bill contains costs mandated by the state, reimbursement for those costs shall be made pursuant to the statutory provisions noted above.

Vote: majority. Appropriation: no. Fiscal committee: yes.  
State-mandated local program: yes.

*The people of the State of California do enact as follows:*

1 SECTION 1. It is the intent of the Legislature to encourage an  
2 irrigation district that provides retail electricity outside its  
3 boundaries to allow representation of those extraterritorial  
4 customers on the district's board of directors because these  
5 customers have no ability to petition grievances to the district or  
6 to the Public Utilities Commission.

7 SEC. 2. Section 21562.7 is added to the Water Code, to read:  
8 21562.7. (a) This section applies to the Imperial Irrigation  
9 District.

10 (b) Notwithstanding Sections 21100 and 21550 and Division 3  
11 (commencing with Section 56000) of Title 5 of the Government  
12 Code, the membership of the board of directors of the district and  
13 the divisions from which they are elected shall increase from 5 to  
14 11.

15 (c) Each of the six directors added to the board pursuant to this  
16 section shall meet the following qualifications:

17 (1) Reside in the County of Riverside.

18 (2) Qualify as eligible to vote in the County of Riverside.

19 (3) Reside in the division the director represents at the time of  
20 their nomination or appointment and through their entire term.

21 (d) The six directors shall be elected at the 2020 general district  
22 election.

23 (e) If a public utility district is formed pursuant to Division 7  
24 (commencing with Section 15501) of the Public Utilities Code  
25 that provides electricity outside the territory of the Imperial

1 Irrigation District and consists of a board of directors with a  
2 majority of seats representing the County of Riverside, the board  
3 of the directors of the district may adopt a resolution that decreases  
4 the number of directors and the divisions from which they are  
5 elected from 11 to 5 upon the expiration of the terms of the  
6 members of the board qualified pursuant to subdivision (c).

7 SEC. 3. The Legislature finds and declares that a special statute  
8 is necessary and that a general statute cannot be made applicable  
9 within the meaning of Section 16 of Article IV of the California  
10 Constitution because of the unique circumstances in the County  
11 of Riverside and the Imperial Irrigation District.

12 SEC. 4. If the Commission on State Mandates determines that  
13 this act contains costs mandated by the state, reimbursement to  
14 local agencies and school districts for those costs shall be made  
15 pursuant to Part 7 (commencing with Section 17500) of Division  
16 4 of Title 2 of the Government Code.