



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

**TRANSPORTATION COMMISSION
AGENDA**

**WEDNESDAY, APRIL 24, 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

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.

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: March 27, 2019 Pages 5-13
- B. Receive and File:
- 1. ICTC Management Committee Draft Minutes: April 10, 2019
 - 2. ICTC TAC Minutes: February 28, 2019
 - 3. ICTC SSTAC Minutes: March 6, 2019
- C. Low Carbon Transit Operations Program (LCTOP) Application for FY 2018-19 Funds Page 15

The Management Committee met on April 10, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

- 1. Authorize the ICTC Chairperson to sign the attached resolution;
- 2. Authorization for the Execution of the LCTOP Project: New Senior and Disabled Dial-a-Ride service between El Centro and Heber;
- 3. Authorization for the Execution of the LCTOP Project: Capital construction costs for the Calexico Intermodal Transportation Center.

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

V. REPORTS (Up to 5 minutes per staff report)

- A. ICTC Executive Director
 - See attached Executive Director Report on page 22
- B. Southern California Association of Governments
 - See attached report on page 39
- C. California Department of Transportation – District 11
 - See attached report on page 45
- D. Commission Member Reports (if any)

VI. ACTION CALENDAR

- A. 2018 Congestion Mitigation and Air Quality Programming Project List – FY 2019/2020 to FY 2021/2022 Page 58

The Management Committee met on April 10, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

- 1. Approve the 2018 Congestion Mitigation and Air Quality Programming Project List – FY 2019/2020 to FY 2021/2022 and;
- 2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

- B. 2018 Surface Transportation Block Grant Program Programming Project List – FY 2019/2020 to FY 2021/2022 Page 61

The Management Committee met on April 10, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

- 1. Approve the 2018 Surface Transportation Block Grant Program Programming Project List – FY 2019/2020 to FY 2021/2022 and;
- 2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

- C. Unmet Transit Needs Public Hearing Process - Fiscal Year 2019-20 Page 64

The Management Committee met on April 10, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

- 1. Adopt the FY 2019-20 “Findings” and the prioritized 2019 ICTC Unmet Transit Needs List as presented or amended, after a review of the SSTAC response.
- 2. Authorize the Chairman to sign the attached resolution.
- 3. Direct staff to forward the FY 2019-20 “Findings”, and all other public hearing documentation and resolution to the State Department of Transportation.

- D. Agreement for Human Resource Services, FY 2018-19 to FY 2019-20 Page 73

Due to time constraints, the ICTC Executive Director forwards this item to the Commission for review and approval pending a budget amendment approval and the receipt of public comment if any:

- 1. Authorize the Chairman to sign the agreement for Human Resource Consultant Services with Argelia M. Gaddis,
 - a. for the fee of \$3,990 effective May 1, 2019 through June 30, 2019.
 - b. for the fee of \$22,800 effective July 1, 2019 through June 30, 2020.

- E. ICTC Overall Work Program (OWP) and Budget FY 2018-2019, Amendment #1 Page 93

Due to time constraints, the ICTC Executive Director forwards this item to the Commission for review and approval pending the receipt of public comment if any:

- 1. Approve the FY 2018-19 Overall Work Program and Transit Finance Plan Budget Amendment #1

VII. CLOSED SESSION

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957)
Title: ICTC Executive Director

VIII. MEETING DATE AND PLACE

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, May 22, 2019 at 6:00 p.m.**, at the **County of Imperial Board Chambers**, at 940 W. Main Street, El Centro, CA.

IX. ADJOURNMENT

- A. Motion to adjourn

IV. CONSENT CALENDAR

IV. CONSENT CALENDAR

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

B. RECEIVE AND FILE :

1. ICTC MANAGEMENT COMMITTEE DRAFT
MINUTES:
APRIL 10, 2019
2. FEBRUARY 28, 2019
3. ICTC SSTAC MINUTES:
MARCH 6, 2019

**IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE**

DRAFT MINUTES OF April 10, 2019

10:30 a.m.

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	Othon Mora for Stefan Chatwin
County of Imperial	Tony Rouhotas
City of Westmorland	Ana Beltran

STAFF PRESENT: Mark Baza, David Aguirre, Virginia Mendoza, Cristi Lerma, Gustavo Gomez, Maricela Galarza

OTHERS PRESENT: David Salgado: SCAG; Beth Landrum, Jesus “Chi” Vargas: Caltrans; Liz Zarate: City of El Centro

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, April 10, 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 10:35 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 March 13, 2019
- B. Receive and File:
 - 1. ICTC TAC Minutes for February 28, 2019
 - 2. ICTC SSTAC Minutes for February 6, 2019
- C. Low Carbon Transit Operations Program (LCTOP) Application for FY 2018-19 Funds
 - 1. Authorize the ICTC Chairperson to sign the attached resolution;
 - 2. Authorization for the Execution of the LCTOP Project: New Senior and Disabled Dial-a-Ride service between El Centro and Heber;
 - 3. Authorization for the Execution of the LCTOP Project: Capital construction costs for the Calexico Intermodal Transportation Center.

A motion was made by **Bayon Moore** seconded by **Piedra**. **Motion carried unanimously.**

V. REPORTS

- A. ICTC Executive Director
 - A complete list of ICTC updates can be found on Page 22 of the agenda.
- B. Southern California Association of Governments (SCAG)
 - The complete report can be found on Page 38 of the agenda.
- C. Caltrans Department of Transportation – District 11
 - A full report is located on page 43 of the agenda.
- D. Committee Member Reports
 - There were none.

VI. ACTION CALENDAR

- A. 2018 Congestion Mitigation and Air Quality Programming Project List – FY 2019/2020 to FY 2021/2022

The Technical Advisory Committee forwarded this item to the Management Committee for review and consideration. It was requested that the ICTC Management Committee forward this item to the ICTC Commission for their review and approval after public comment, if any:

1. Approve the 2018 Congestion Mitigation and Air Quality Programming Project List – FY 2019/2020 to FY 2021/2022 and;
2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

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

- B. 2018 Surface Transportation Block Grant Program Programming Project List – FY 2019/2020 to FY 2021/2022

The Technical Advisory Committee forwarded this item to the Management Committee for review and consideration. It was requested that the ICTC Management Committee forward this item to the ICTC Commission for their review and approval after public comment, if any:

1. Approve the 2018 Surface Transportation Block Grant Program Programming Project List – FY 2019/2020 to FY 2021/2022 and;
2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

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

- C. Unmet Transit Needs Public Hearing Process - Fiscal Year 2019-20

It was requested that the Management Committee forward this item to the Commission for review and approval after public comment, if any:

1. Adopt the FY 2019-20 “Findings” and the prioritized 2019 ICTC Unmet Transit Needs List as presented or amended, after a review of the SSTAC response.

2. Authorize the Chairman to sign the attached resolution.
3. Direct staff to forward the FY 2019-20 “Findings”, and all other public hearing documentation and resolution to the State Department of Transportation.

A motion was made by **Bayon Moore** seconded by **Piedra**. **Motion carried unanimously.**

VII. INFORMATION CALENDAR

- A. Mobility Coordination Project Update - Federal Transit Administration (FTA) Section 5310 Grant Program for Elderly and Disabled Transportation Services

Mr. Gomez presented an update of mobility coordination efforts from the last two quarters. A list of activities can be found on page 71 of the agenda.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **May 8, 2019** at the **County of Imperial**, El Centro, CA.

IX. ADJOURNMENT

- A. Meeting adjourned at 11:29 a.m.



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TECHNICAL ADVISORY COMMITTEE
DRAFT MINUTES

February 28, 2019

Present:

Gordon Gaste	City of Brawley
Guillermo Sillas	City of Brawley
Abraham Campos	City of El Centro
Jesus Villegas	City of Imperial
Veronica Atondo	County of Imperial

Others:

Mark Baza	ICTC
Virginia Mendoza	ICTC
Marlene Flores	ICTC
David Aguirre	ICTC
David Salgado	SCAG
Beth Landrum	Caltrans
Karemy Valdez	Caltrans
Bryan Ott	Caltrans
Angel Hernandez	City of El Centro

1. The meeting was called to order at 10:10 a.m. A quorum was present and introductions were made. There were no public comments made.
2. A *motion* was made to adopt the minutes for January 24, 2019 ([Gaste/Atondo](#)) **Motion Carried.**
3. **ICTC Updates / Announcements**
(Presented by ICTC Staff)
 - a. **Transit Planning Updates (By David Aguirre):**
 - **Article 3-** Mr. Aguirre provided the status of Call for Projects for Article 3, Bicycle and Pedestrian Project Funding for Fiscal Year 2018-19. ICTC staff will continue efforts to work with agencies/county to receive their project submittals in March 2019, and subsequent funding requests in May 2019.
 - b. **Transportation Planning Updates (By Virginia Mendoza):**
 - CMAQ & STBG Call for Projects- Ms. Mendoza reminded agencies of the deadline for the CMAQ and STBG applications. Deadline is March 1, 2019.

Mr. Abraham Campos mentioned if a hard copy will be accepted and Ms. Mendoza mentioned that a hard copy will be accepted no later than March 4th by noon.

c. **FFY 2019-20 Programmed Project Updates (By Ms. Virginia Mendoza)**

- Update on State and Federal funding obligations. A complete list of programmed projects was provided on an attachment to the agenda. Each agency provided an update on the current status of each project.

d. **SB 1 2018 Local Partnership Program (LPP) (by Virginia Mendoza):**

- Deadline for submittals was February 15th for the 2018 LPP.
- Ms. Mendoza provided new information on the 2019 SB-1 Local Streets and Roads Program (LSRP) Project List Reporting. Cities and County are required to annually submit to the California Transportation Commission (CTC) a proposed project list of all projects that utilized Local Streets and Roads Program Funding (LSRP). A city or county must submit a project list and support documentation to the California Transportation Commission by May 1st, 2019. ICTC will be sending an email to TAC members with more information.

e. **LTA Updates (By Mark Baza and Virginia Mendoza):**

- Mr. Baza provided an update on the LTA audits. The board approved all audits during commission meeting.
- Mr. Baza mentioned the Mud Pot North of Niland on SR-111 presentation by Caltrans was very informative. He also mentioned if TAC members would like to see the presentation on the Mud Pots, to let him know. Mr. Baza also mentioned how ICTC took to the board action item to approve a feasibility study for a multimodal grade separated crossing at State Route 78 / Glamis. The board took action.

4. **SCAG Updates / Announcements:**

- Mr. Salgado had the following announcement:
SCAG launched Connect SoCal-The Regional Transportation Plan/Sustainable Communities Strategy and the website is now live and running. The newly launched page, connectsocial.org, offers a clear and user-friendly way to get updates about the ongoing process of building the plan.

5. **Cities and County Planning / Public Works Updates:**

- Local agencies gave an update on their local projects in progress.

6. **Caltrans Updates / Announcements**

- Caltrans provided project updates on:
Interstate 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.
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.
Imperial County Active Transportation Plan- Consultant has released the draft report, The Plan prioritizes projects for improvements to pedestrians, bicyclists and access to transit for these six communities. This is a Caltrans funded grant and will be complete in February 2019.
Inactive Projects- As of February 2, 2019, the inactive and future inactive list was

updated. Action is required by these agencies: County of Imperial and the Imperial County Transportation Commission, as well as the cities of Brawley, Calexico, El Centro. A complete list of Inactive projects can be found on the Department of Transportation website.

2016 Repurposed Projects- Funding obligations for projects with 2016 Earmark Repurposing funds must be completed by September 30, 2019.

- Caltrans informed TAC members about upcoming Southern California Local Assistance Management (SCLAM) meeting. The next SCLAM meeting will be taking place at the Caltrans District 8 Office in San Bernardino on March 20, 2019.

Interstate 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.

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.

Imperial County Active Transportation Plan- Consultant has released the draft report and the plan prioritizes projects for improvements to pedestrians, bicyclists and access to transit for six communities. This is a Caltrans funded grant and will be complete in February 2019.

SB1 Projects- Caltrans is working on three projects in the Imperial County that are funded through SB1.

7. **General Discussion / New Business**

- Mr. Abraham Campos mentioned services that are provided by the City of El Centro for curbside pickup. He mentioned that lately, the city has been noticing sofas and couches on alleys and on the side of the roads. City of El Centro provides Free Curbside pick-up.

- Ms. Mendoza mentioned the participation of Caltrans staff and how they have been very helpful and providing information. Agencies please take advantage of their participation, if any questions or concerns regarding projects, communicate with Caltrans staff and they will be able to address those concerns during TAC meetings.

- Mr. Baza provided a brief update on the Calexico East Port of Entry Bridge Expansion project. ICTC is working with U.S. Department of Transportation to complete grant agreement. Mr. Baza informed TAC members about the 2019 appropriation: \$191million was granted towards phase 2. The funds received will be for demolition of existing port building, construction of new administration building and 6 additional northbound POV lanes.

8. Meeting adjourned at 11:26 a.m.



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SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

MINUTES

March 6, 2019

Present

Voting Attendees:

Ted Ceaser	Consumer
Michael Hack – Vice Chair	Consumer
Kathleen Lang	California Health & Wellness
Michelle Soto	California Children Services CCS
Lorena Arambula	San Diego Regional Center SDRC
Raul Cordova	Work Training Centro WTC
Rosalina Blankenship	Area Agency on Aging/Public Administrator
Mitzi Perez	ARC-Imperial Valley
Victor Torres	Imperial Valley College IVC
Kathi Williams	CTSA– ICTC
Gustavo Gomez	CTSA– ICTC

Non-Voting Attendees:

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
Mark McCumsey	Caltrans

1. Mr. Ceaser called the meeting to order at 10:05 a.m. **A quorum was present.** Introductions were made.
2. Minutes adopted for February 6, 2019 (Blankenship, Torres), **Motion Carried.**
3. CTSA Reports:

Ms. Williams had the following updates:

- Mr. Aguirre and Ms. Galarza are under the weather and couldn't be present at the meeting.
- A fare pricing analysis for the public transit will be done, RFP has been released and proposals are due by the end of March.

- Marketing RFP's will be released this upcoming Friday which involves a ranking and scoring process.
- MedTrans commercial is currently running on several TV channels as well as in the movie theaters, Mr. Guillen and Ms. Williams mentioned they have seen the commercial run; Ms. Williams requested feedback from commercial.
- There are three versions of the commercial, one is 30 seconds, another is 60 seconds and the third one is 5 minutes long; the commercial can be shared with anyone that might be interested in it.
- Ms. Arambula asked about mobility training and how to schedule it; Mr. Gomez discussed how to set up a meeting for the training and what can be provided during the training.

Mr. Gomez had the following updates:

- ICTC mobility staff presented both at the ECRMC Call Center and the Behavioral Health offices in Brawley; information about all the services was presented.
- Blue line timed trials have been taking place by First Transit to see if it Clinicas de Salud can be incorporated into the route.
- Mr. Aguirre and Mr. Gomez attended a workshop at Orange County this month regarding the Triennial Review for ICTC and what is expected.
- UTN Hearing was on February 21st, there were a total of approximately 10 speakers which made their opinions heard.
 - o There was a wide range of demands including new requests such as blue and green line extended hours for the first time.
 - o The analysis is expected to be completed on March 28th for the panel members.
 - o Another example of a request was additional trips from Brawley to IVC and vice versa.
 - o Mr. Ceaser commented that the usual people attended the UTN Hearing and that we were disappointed by the turnout of panel members attendance.
 - o Mr. Ceaser mentioned that the STACC letter was presented and read to the panel members.
 - Ms. Williams responded that the analysis will be conducted by Mr. Aguirre and that on the STACC meeting of April 3rd will be about comparing the letter to the findings.

4. Transit Operator Reports:

- Imperial Valley Transit: Mr. Sanchez gave the following updates.
 - o Timed trials on the Blue Line have been taking place to accommodate the new facility for Clinicas de Salud in El Centro.
 - The timed trials have been taking place at different hours of the day to see how it would be affected by traffic, a decision hasn't been made because more time trials will be taking place in the next week or so.
 - o IVT has been conducting several community service events such as rides to and from to the fair for the senior and disabled communities.
 - Ms. Blankenship asked Mr. Sanchez if the change of time for the Senior Day at the fair affected the ridership of seniors going into the fair
 - Mr. Sanchez responded that the ridership was not affected due to the time change.
- IVT Access: Ms. Pacheco gave the following updates.
 - o IVT Access has been running smoothly, numbers have been increasing in the month of February-March.
 - o Ms. Pacheco mentioned that the new IVT Access vans will be in service in around 2-3 weeks, their purpose is to be used at facilities with limited access for picking

up passengers.

- Mr. Hack asked how many passengers were able to fit in the van.
 - Ms. Pacheco responded that there was space for 5 total passengers or 2 passengers and 2 wheelchairs.
- IVT Access will be participating in the Transition Fair at IVC on March 15th to provide information about the services to high school students registered to begin IVC in the summer/fall.
- IVT Ride: Ms. Aguilar gave the following updates:
 - Sign-ups for IVT Ride have been very high in the last month, it has been going well.
 - There was a total of 110 new passengers for IVT Ride on February according to Ms. Aguilar.
 - Mr. Hack asked Ms. Aguilar about the West Shores ridership for IVT Ride.
 - Ms. Aguilar informed him that there is a low ridership between the West Shores area
 - Ms. Blankenship asked about stopping in Westmorland on the way to Brawley because stakeholder's group is growing in numbers.
 - Ms. Williams mentioned that it is within the SRTP project, but that it is a long way out. ICTC received a request to go to Eisenhower medical building which is in Palm Desert; it would potentially alternate with the Brawley bus that goes to the West Shores area on Tuesdays.
 - Ms. Williams also mentioned that Mr. Aguirre, Mr. Gomez, and Mr. Sanchez will meet with Sunline Transit to discuss the possibility to use their transfer terminal.
- IVT MedTrans: Mr. Guillen gave the following updates:
 - The service was slow during the month of February probably due to the weather conditions; there was no reported issues related to the snow besides the day the Interstate 8 was closed for some hours.

5. General Discussion

- Mr. Hack asked about the schedule for the transportation to Yuma (YCAT) and if the information could be forwarded to him.
 - Mr. Sanchez informed Mr. Hack that the YCAT schedule could found in back of the rider's guide and if he had any questions, he could contact him.
- Mr. Hack announced that on March 16, 2019, a meeting will be held at Strike zone, with an expected 100 people to participate.
- Ms. Blankenship announced that the Area Agency on Aging staff will participate in a ride along with IVT Ride into the congregate site in Brawley.

6. Adjournment

- Meeting adjourned at 10:42 a.m. (**Torres, Lang**), **Motion Carried.**
- Next meeting will be held on April 3, 2019, at the Imperial County Transportation Commission Office, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243.

IV. CONSENT CALENDAR

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C. LCTOP APPLICATION FOR FY 2018-19 FUNDS



1503 N. IMPERIAL AVENUE, SUITE 104
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PHONE: (760) 592-4494
FAX: (760) 592-4410

April 17, 2019

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

SUBJECT: Low Carbon Transit Operations Program (LCTOP) Application for FY 2018-19 Funds

Dear Commission Members:

Imperial County Transportation Commission (ICTC) proposes to submit two applications for use of Low Carbon Transit Operations Program (LCTOP) funds in Fiscal Year (FY) 2018-19. The LCTOP is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862 (SB 862). The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas (GHG) emissions and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support the following:

1. Expenditures that directly enhance or expand transit service by supporting new or expanded bus or rail services, new or expanded water-borne transit, or expanded intermodal transit facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities.
2. Operational expenditures that increase transit mode share.
3. Expenditures related to the purchase of zero-emission buses, including electric buses, and the installation of the necessary equipment and infrastructure to operate and support zero-emission buses.

Per the State Controller's Office, ICTC has an eligible allocation in FY 2018-2019 in the amount of \$389,648. LCTOP guidelines provide an opportunity to request a roll-over of funds in order to accumulate program funds prior to implementation. It is the intent of ICTC staff to apply FY2015-2016 and FY2016-2017 towards the New Transit Service in Heber-El Centro and also roll over the FY 2017-2018, FY 2018-2019 funds toward capital costs associated with the planned Calexico ITC. The new Heber service will provide New Senior and Disabled Dial-a-Ride service between El Centro and Heber during a three year demonstration period. The Calexico ITC will be a large multi-modal bus transit transfer facility and access point. A site selection study has been completed by ICTC and Congestion Mitigation and Air Quality (CMAQ) funding has been obtained through a call for projects to fund the environmental and design phases of the project.

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

April 17, 2019

Following the LCTOP guidelines, ICTC staff recommends to submit two applications requesting the use of funds from FY2015-2016 and FY2016-2017 towards the New Transit Service in Heber-El Centro and also roll over the FY 2017-2018 and FY 2018-2019 funds toward capital costs associated with the planned Calexico ITC. Implementation of the New Heber Transit Service is proposed for FY2018-2019. Implementation of the Calexico ITC is not proposed for FY2018-2019. The rollover funding for the Calexico ITC will be used as match to possibly leverage other cap and trade funding for the overall construction of the facility.

The ICTC Management Committee met on April 10, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Authorize the ICTC Chairperson to sign the attached resolution;
2. Authorization for the Execution of the LCTOP Project: New Senior and Disabled Dial-a-Ride service between El Centro and Heber;
3. Authorization for the Execution of the LCTOP Project: Capital construction costs for the Calexico Intermodal Transportation Center.

Sincerely,



MARK BAZA
Executive Director

Attachments

MB/vm

RESOLUTION # _____

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT:
NEW TRANSIT SERVICE: HEBER – EL CENTRO
\$240,000 FROM PRIOR LCTOP AND LCTOP INTEREST

WHEREAS, the Imperial County Transportation Commission is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Imperial County Transportation Commission wishes to delegate authorization to execute these documents and any amendments thereto to Mark Baza, Executive Director.

WHEREAS, the Imperial County Transportation Commission wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Imperial County Transportation Commission that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Mark Baza, Executive Director, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Imperial County Transportation Commission that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2018-19 for LCTOP funds as follows:

Project Name: New Transit Service: Heber – El Centro

Amount of LCTOP funds requested (including LCTOP Interest): \$240,000

Short description of project: Expand Dial-A-Ride service to Heber and provide connection to El Centro. Provide 3 years of demonstration service.

Benefit to a Priority Populations: The project is located within a SB 535 Disadvantaged Community and AB 1550 Low-Income Community

PASSED AND ADOPTED at a regular meeting of the Imperial County Transportation Commission held on _____.

By: _____
Chairman

ATTEST:

By: _____

CRISTI LERMA
Secretary to the Commission

RESOLUTION # _____

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECT:
CALEXICO INTERMODAL TRANSIT CENTER \$389,648 FY 2018-19 LCTOP Funds

WHEREAS, the Imperial County Transportation Commission is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, the Imperial County Transportation Commission wishes to delegate authorization to execute these documents and any amendments thereto to Mark Baza, Executive Director.

WHEREAS, the Imperial County Transportation Commission wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Imperial County Transportation Commission that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Mark Baza, Executive Director, be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Imperial County Transportation Commission that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2018-19 LCTOP funds:

Project Name: Calexico Intermodal Transit Center

Amount of LCTOP funds requested: \$389,648

Short description of project: Construct new intermodal transit center

Benefit to a Priority Populations: The project is located within a SB 535 Disadvantaged Community and AB 1550 Low-Income Community

PASSED AND ADOPTED at a regular meeting of the Imperial County Transportation Commission held on _____.

By: _____

Chairman

ATTEST:

By: _____

CRISTI LERMA
Secretary to the Commission

V. REPORTS

- A. ICTC/LTA EXECUTIVE DIRECTOR REPORT
- B. SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS REPORT
- C. CALTRANS REPORTS



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

Memorandum

Date: April 24, 2019
To: Commission Meeting
From: Mark Baza, Executive Director
Re: Executive Director's Report

The following is a summary of the Executive Director's Report for the Commission Meeting on April 24, 2019

- 1) **Local Transportation Authority (LTA) Website:** Staff has been working diligently with the consultant, Conveyor Group, on the new LTA website. Previously, all LTA information and documents were being housed on the ICTC website. We are excited that the LTA will now have its own independent site: <https://www.ltaimperial.com/>.
- 2) **SAVE THE DATE – FY 2019/2020 ICTC Budget Workshop:** Please “Save the Date” of May 22, 2019 at 4 p.m. for the ICTC Budget Workshop for FY 2019/20, to be held at the County of Imperial Administration Center, Conference Room C&D in El Centro.
- 3) **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.*
- 4) **REGISTER TODAY – Imperial Valley Economic Summit and General Assembly:** Registration is now open for the 5th Imperial Valley Economic Summit and General Assembly. It will be held at the Old Eucalyptus Schoolhouse Please on May 30, 2019. This year our 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. Panel discussions will include: “Smart and Connected Cities”; “Access to Education”; “Environment”; “Access to Capital”; “Bi-national Opportunities” and, “Infrastructure.”

To register for the event or for sponsorship opportunities visit tinyurl.com/ESGA2019. Attached is the sponsorship form, event flyer and draft agenda for your information.

- 5) **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 coordinated a meeting with Caltrans and City of El Centro staff to discuss the project schedule of the interchange and the Imperial Avenue Extension South projects. The project schedules will be compatible and the closure of the I-8/Imperial Avenue Interchange bridge is scheduled to begin February 2020.*

- 6) **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 was held on March 28, 2019. The SSTAC met on April 3, 2019 to review the "Findings" and took action on the SSTAC letter. This item will be on the agenda recommending approval to adopt at the April Management Committee and Commission meetings.*
- 7) **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, at the Carmen Durazo Cultural Arts Center between the hours of 10:00 am to 1:00 pm and 3:00 pm to 6:00 pm.*
- 8) **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. *A meeting will be held on April 23rd at the ICTC offices to review the 65% design.*
- 9) **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 been completed and held a *ribbon cutting ceremony on April 2, 2019.*
- 10) **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.
- 11) **FY 2019 IVT RIDE and IVT MedTrans Public Outreach and Marketing Projects:** The Request for Proposals for consultants for the ICTC FY 2019 IVT RIDE and IVT MedTrans Public Outreach and Marketing Projects were released on March 8, 2019. The projects are for professional services to continue the public outreach services and marketing currently in place in support of the IVT RIDE paratransit service and the IVT MedTrans paratransit service under the brand for the next three to five years. Proposals were due to the ICTC office on or before April 12, 2019. Scoring and ranking is scheduled for April 18, 2019 at the ICTC offices.
- 12) **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.

- 13) **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.
- 14) **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.*
- 15) **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.*
- 16) **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.*
- 17) **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.

Agency	Project
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 ICTC website here .
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.

Agency	RMRA Amount FY 2019-2020
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
TOTAL	\$9,997,753*

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

- 18) **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.

- 19) **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 May 2019 commission meeting.*

- 20) **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 May 2019.*

- 21) **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. Preliminary site analysis has been completed and a meeting was held at the Psomas office on April 3, 2019.*
- 22) **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 and is anticipated to begin construction in spring 2020. 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.*
- 23) **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. *Caltrans staff is proceeding with the environmental document that is scheduled to be approved by May 2020.*

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.*

- 24) **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.*

25) **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 list of projects for Imperial County:

Local Partnership Program (LPP) Programing Date					
Agency	Project Name	LPP Formulaic Funds	Local Match	Total Cost	Proposed CTC Programming Date
Calexico	Scaroni Road Improvements	\$ 305,000	\$ 550,000	\$ 855,000	May 19/20
Calipatria	Calipatria Date Street Sidewalk Improvement Project	\$ 41,000	\$ 41,000	\$ 82,000	May 19/20
County	Overlay of Picacho Road from Winterhaven Road to Quechan Drive	\$ 523,000	\$ 523,000	\$ 1,046,000	May 19/20
Imperial	Aten/Clark Road Improvements	\$ 154,000	\$ 327,000	\$ 481,000	May 19/20
Brawley	2020 Legion Street Improvements	\$ 209,000	\$ 209,000	\$ 418,000	May 20/21
El Centro	Dogwood Road from Villa Road to Commercial Avenue	\$ 339,000	\$ 339,000	\$ 678,000	May 20/21
Holtville	Orchard Road/Cedar Avenue	\$ 60,000	\$ 60,000	\$ 120,000	May 20/21

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

26) **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.*

FY2018/2019 Project List							
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 th St. segments	CMAQ	CON	\$350,000	\$45,000	\$395,000	Project Complete

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

27) 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 conclude 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) of 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.*
- 28) **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 March 2019 is attached for your review.*
- 29) **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.*
- 30) **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. *Phase 2A was awarded in the amount of \$191million and will include additional northbound vehicle lanes, permanent southbound inspection, new administration building, and employee parking. Funding for phase 2B has not been secured and work will include demolition of the old port building and construction of the new pedestrian building.*
- 31) **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. ICTC will be implementing an adjustment to the IVT Ride Westshores service to provide service to Eisenhower Medical Center on Bob Hope Drive and facilities ¾ of a mile from Highway 111 between Eisenhower Medical Center and Avenue 52 in Coachella. The service will operate every*

other Tuesday and reservations will be required. Service began on April 16, 2019. Staff will be completing outreach services in the Westshores area to inform the public of the change to the service.

32) **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.

33) **Meetings attended on behalf of ICTC:**

- March 27, 2019 – ICTC Commission Meeting
- March 28, 2019 – Unmet Transit Needs Hearing in El Centro
- April 3, 2019 – ICTC Social Services Transportation Advisory Council (SSTAC) Meeting
- April 4, 2019 – ICTC Technical Advisory Committee (TAC) Meeting
- April 9, 2019 – County of Imperial Board of Supervisor’s Meeting (Re: AB 335 Support Letter)
- April 10, 2019 – ICTC Management Committee Meeting in Westmorland
- April 10, 2019 – AB 617 Community Steering Committee Meeting in El Centro



IMPERIAL VALLEYSM



5TH ANNUAL IMPERIAL VALLEY ECONOMIC SUMMIT & GENERAL ASSEMBLY

Hosted & Organized by:



EVENT DETAILS

MAY 30, 2019

OLD EUCALYPTUS SCHOOLHOUSE

791 Evan Hewes Hwy
El Centro, CA 92243

Economic Summit will include discussions with industry professionals on access to capital, infrastructure, international opportunities, education, environment and healthcare followed by General Assembly Dinner.

REGISTER NOW

tinyurl.com/ESGA2019

KEYNOTE SPEAKERS

MICHAEL BRACKEN, ECONOMIST
Development Management Group

BILL HIGGINS, EXECUTIVE DIRECTOR
California Association of Council of Governments

INVITED

SUNNE WRIGHT MCPEAK, PRESIDENT
California Emerging Technology Fund

FOR MORE INFORMATION

IVEDC

760.353.8332

ICTC

760.592.4494



IMPERIAL VALLEYSM

ECONOMIC SUMMIT & GENERAL ASSEMBLY

Thursday, May 30th, 2019

Old Eucalyptus Schoolhouse
796 W. Evan Hewes Hwy, El Centro, CA 92243

Economic Summit

8:00 AM Registration & Continental Breakfast

8:30 AM Welcoming Remarks

- Ryan Kelley, Chair, Imperial County Board of Supervisors
- Deborah McGarrey, Chair, Imperial Valley Economic Development Corporation
- Robert Amparano, Chair, Imperial County Transportation Commission

8:45 AM “Smart and Connected Cities”

The concept of “Smart Cities” has become wildly popular over the past few years, with the promise that with the right technology, smart cities can improve everything from public safety, citizen engagement, economic development, transportation, and more — all at a lower cost.

- Jim Madaffer, President, Madaffer Enterprises, Inc.

9:15 AM “Imperial Valley: State of the Economy”

Join us for an informative session that will highlight the economic growth that has occurred in Imperial Valley and emerging growth opportunities.

- Michael Bracken, Managing Partner & Chief Economist, Development Management Group, Inc. (C)

Hosted by **Imperial County Transportation Commission** and **Imperial Valley Economic Development Corporation**

Organized by **Imperial Regional Alliance, Inc.**, a 501 (c) (3)



10:00 AM Break *Sponsored by*

10:20 AM “Access to Education” *Sponsored by*

Join us for an informative session that highlights the unique educational and career technical training opportunities in Imperial Valley.

- Moderator: Todd Finnell, Ed.D., Superintendent of Schools, Imperial County Office of Education
- Dr. Martha Garcia, Superintendent/President, Imperial Valley College (C)
- Dr. Gregorio Ponce, Dean, San Diego State University-Imperial Valley (C)
- CETYS University

11:10 AM “Access to Healthcare” *Sponsored by*

Hear from the experts as they highlight the healthcare opportunities in Imperial Valley.

- Moderator: Larry Lewis, CEO, Pioneers Memorial Hospital (C)
- Dr. Afshan Baig, Chief Medical Officer, Clinicas de Salud del Pueblo (C)
- Kathy Kennerson, Imperial Valley Wellness Foundation
- Adolphe Edward, CEO, El Centro Regional Medical Center (C)

12:00 PM Lunch

Featuring Keynote Speaker Sunne Wright-McPeak, President, California Emerging Technology Fund

1:00 PM “Environment”

Join us for an informative session that discusses environmental issues and solutions in the Imperial Valley.

- Moderator: Matt Dessert, Air Pollution Control Officer, County of Imperial
- Elizabeth Melgoza, Air Pollution Specialist, California Air Resources Board
- Ryan Kelley, Board Member, Salton Sea Authority
- Miguel Figueroa, Assistant City Manager, City of Calexico

Hosted by **Imperial County Transportation Commission** and **Imperial Valley Economic Development Corporation**

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- Hon. Serge Dedina, Mayor, City of Imperial Beach and Board member, San Diego Association of Governments (SANDAG) (C)

1:50 PM “Access to Capital”

Learn from the experts regarding tools to finance projects including New Market Tax Credits, grants and loans.

- Moderator: Jesus Escobar, R&E Customs Brokers
- Matthew A. Koch, Business and Cooperative Program Specialist, US Department of Agriculture Rural Development
- Andrés Rangel, Senior Project Closing Specialist, North American Development Bank (C)
- Rabobank, N.A. or SBA
- Rod Colwell, CEO, Controlled Thermal Resources

2:40 PM Break Sponsored by

3:00 PM “Access to Bi-national Opportunities”

Hear from leading organizations discussing international business opportunities and the strengthening of the region through a bi-national economy.

- Moderator: Luis Plancarte, Imperial County Board of Supervisors and Chair, Imperial-Mexicali Binational Alliance (C)
- Matthew Andersen, San Diego and Imperial Director of International Trade Administration, US Commercial Service (C)
- Sergio Tagliapietra, Vice Chair, Imperial-Mexicali Binational Alliance
- Gustavo de la Fuente, Board Member, San Diego/Tijuana Smart Border Coalition
- Timothy Kelley, President & CEO, Imperial Valley Economic Development Corporation (C)

4:00 PM “Access to Infrastructure”

Learn about issues and improvements of infrastructure and transportation in the region.

- Moderator: Mark Baza, Executive Director, Imperial County Transportation Commission

Hosted by **Imperial County Transportation Commission** and **Imperial Valley Economic Development Corporation**

Organized by **Imperial Regional Alliance, Inc.**, a 501 (c) (3)



- Larry Kosmont, Chairman & CEO, Kosmont Companies
- Padraig Lawlor, All American Grain Co LLC (C)
- ITC Holdings Corp
- Ann Fox, Deputy District Director of Planning and Local Assistance, Caltrans District 11

5:00 PM **Networking Reception** *Hosted by*

General Assembly

6:00 PM **Welcoming Remarks**

- Robert Amparano, Chair, Imperial County Transportation Commission
- Bill Jahn, Chair, Southern California Association of Governments
- Cheryl Viegas-Walker, Imperial Representative, League of Cities
- Cory Binns, Caltrans District Director, San Diego and Imperial (C)

6:15 PM **Highlights of Economic Summit**

- Timothy E. Kelley, President & CEO, Imperial Valley Economic Development Corporation

6:20 PM **Dinner**

Featuring Keynote Speaker Bill Higgins, California Association of Councils of Government (C)

“What are the future opportunities for Regional Collaboration in Imperial Valley?”

7:15 PM **Transportation Highlights for Imperial Valley in FY 2018-19**

- Cory Binns, Caltrans District Director (C)
- Mark Baza, Executive Director, Imperial County Transportation Commission (C)

8:00 PM **Closing Remarks**

- Mark Baza, Executive Director, Imperial County Transportation Commission
- Timothy E. Kelley, President & CEO, Imperial Valley Economic Development Corporation

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MAY 30, 2019

**OLD EUCALYPTUS
SCHOOLHOUSE**

IMPERIAL VALLEY
ECONOMIC SUMMIT & GENERAL ASSEMBLY

SPONSORSHIP BENEFITS	<input type="checkbox"/> TITLE \$5,000	<input type="checkbox"/> PREMIERE \$3,000	<input type="checkbox"/> RECEPTION \$2,000	<input type="checkbox"/> LUNCH \$1,500	<input type="checkbox"/> PANEL \$1,000
Conference registrations	10	8	6	4	4
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\$30 discount for additional ticket(s) purchased	✓	✓	✓	✓	✓
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ADDITIONAL OPPORTUNITIES

- Dinner Table Sponsor \$750
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California HERO Activity Report
Imperial County Transportation Commission
 Launch Date through March 31, 2019

Program Activity through March 31, 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	336	201	\$5,529,295	109	\$1,496,976	13	125	0	39	97	1,107,051	288
Calexico	3/24/2015	7,439	720	405	\$13,117,450	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	571	366	\$11,097,267	199	\$2,700,501	24	211	9	62	174	2,141,886	550
Holtville	3/24/2015	1,284	72	48	\$1,277,602	25	\$319,008	3	23	0	10	18	222,189	58
Imperial	6/10/2015	5,207	244	180	\$6,080,190	101	\$1,634,308	15	97	17	47	133	1,087,158	283
Westmoreland									Inactive					
Imperial County Unincorporated	11/14/2014	10,119	292	169	\$5,485,864	95	\$1,405,100	13	102	3	32	79	983,062	252
Total		39,949	2,246	1,374	\$ 42,722,299	772	\$ 10,689,687	96	792	33	288	751	8,314,421	2,140

** Participation rate based off of funded projects

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



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

Memorandum

Date: April 24th, 2019
To: ICTC Commission Meeting
From: David Salgado, Regional Affairs Officer (RAO)
Re: **Southern California Association of Government's Report**

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 April 24th, 2019.

- 1. SCAG Executive Director:** Following an extensive search from the SCAG Executive Committee Kome Ajise was appointed the new SCAG Executive Director at the April 4th Regional Council meeting. Kome has served as Planning Director since November 2017 and will continue in an interim role as Executive Director until a contract can be formally approved. Kome's experience and strong relationships at the local, state and federal level make him an ideal choice to lead SCAG into the future. He is a seasoned leader who understands the complexities of regional planning, and the challenges we face in Southern California and throughout the state.

Before coming to SCAG, Kome served as chief deputy director for the California Department of Transportation (Caltrans). Previously, he was Caltrans' deputy director of planning and modal programs and was responsible for overseeing the Aeronautics, Mass Transportation, Rail, Transportation Planning, Local Assistance, and Research Innovation and System Information Divisions.

- 2. 2019 SCAG 54th 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.

- 3. SCAG Imperial County CONNECT SOCAL 2020-2045 RTP-SCS Workshop:** Connect SoCal - The 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy is a long-range visioning plan that balances future mobility and housing needs with economic, environmental and public health goals. Connect SoCal embodies a collective vision for the region’s future and is developed with input from local governments, county transportation commissions (CTCs), tribal governments, non-profit organizations, businesses and local stakeholders within the counties of Imperial, Los Angeles, Orange, Riverside, San Bernardino and Ventura.

The Imperial County workshop will be held Monday June 3rd from 4:00pm to 7:00pm at the El Centro Regional Medical Center (ECRMC) Event Center at the Imperial Valley Mall, 3451 Dogwood Road, El Centro, CA, 92243. Please contact Imperial County Regional Affairs Officer (RAO) David Salgado at 760-457-6930 with any questions.

- 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***, offers a clear and user-friendly way to get updates about the ongoing process of building the plan. Check it out!

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 Policy Committee Appointments:** At the April 4th, 2019 Regional Council Policy Committee meetings El Centro Mayor and SCAG Past President Cheryl Viegas-Walker was appointed as the Chair of the Transportation Committee (TC).
- 6. 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.



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- 7. 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.

PANELS ANNOUNCED FOR 2019 SCAG REGIONAL CONFERENCE & GENERAL ASSEMBLY

A draft agenda is now [available online](#) for the 54th SCAG Regional Conference and General Assembly, coming up May 1-3 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. Conference panels include:

- **"The New Mobility Revolution"** will investigate the constantly changing landscape of mobility technologies, and identify the biggest impending changes;
- **"Boom Goes the Green Economy"** will share an inside look at the rapidly growing green-business sector, and outline how the green economy can be harnessed to benefit communities of all sizes;
- **"Where Will our Children Live?"** will discuss the threat the housing crisis poses for the next generation, and zero in on the planning and policy strategies that will allow future generations to realize the dream of homeownership;
- **"Unleashing the Power of Data"** will dig into how advances in civic tech, and particularly the advent of widespread data-sharing, can change the face of the region for the better.
- **"Is Our Infrastructure Ready for the New Normal?"** will tackle the issues that climate stresses like sea level rise and extreme weather present for the systems we depend on, and look at what leaders can prioritize in order to address these challenges.

The conference is free for elected officials and city managers in the region. For all other attendees, a special early bird registration rate will be available until Friday, April 5. For more information and to register, please visit: scag.ca.gov/ga2019.

CONNECT SOCAL UPDATE: WHERE WILL WE GROW?

On March 7, local elected officials on SCAG's policy committees continued conversations on emerging regional issues to inform [Connect SoCal](#). Focusing their attention on "Where will we grow?" the committees received presentations and engaged in discussions on how to accommodate 3.6 million more residents by 2045. Staff set the stage for the conversation by reviewing Southern California history and mapping the region's development patterns, sharing some early highlights of the Connect SoCal growth forecast. Following the presentation, a panel of experts discussed the challenges and opportunities for growing sustainably: Oliver Chi, Monrovia City Manager; Jay Eastman, City of Riverside Principal Planner; and Kate Meis, Executive Director of the Local Government Commission. SCAG will host its third and final Joint Policy Committee meeting on April 4, exploring another important question: "How will we connect?" Feedback from these meetings will inform the policies, strategies and investments included in Connect SoCal. For the latest details on the plan's development, visit ConnectSoCal.org.

On March 25, SCAG hosted a freight-focused workshop to gather industry perspectives for the goods movement element of Connect SoCal. The event brought together executive-level industry professionals from Amazon and Prologis, experts in economics and internationally-recognized academics to address key goods movement challenges to the region. Discussions covered supply chain strategies and the impacts on the SCAG region, frank conversations about the region's competitive position and domestic threats, future and existing industrial land use patterns, and planning for the future freight workforce. SCAG intends to hold future workshops to collect input from other stakeholders on subject-specific issues in the near future.

NEW SCAG REPORT IDENTIFIES “GO ZONES” AS POTENTIAL CONGESTION SOLUTION

SCAG’s “Mobility Go Zone and Pricing Feasibility Study,” released on March 28, takes a close look at how cordon pricing and a “Go Zone” program, could be deployed to better manage traffic congestion and greenhouse gas emissions in Southern California. SCAG selected the Westside Los Angeles area for analysis as an initial proof-of-concept pilot location. This report shows that a decongestion fee can have sizable impact in transportation mode choices and overall travel times by incentivizing motorists to travel at different times throughout the day.

While congestion pricing is an important component of a Go Zone, it’s not the only one. Things like enhanced pedestrian infrastructure, transit improvements, bike sharing and greater use of active transportation services are all important elements. The report shows that if you put all of these together, a “Go Zone” would reduce vehicle miles traveled by 21% and vehicle hours traveled by 24% during peak travel times. This translates into 19% less autos on the road during peak periods, meaning it would look like Sunday morning traffic rather than rush hour traffic. In addition, it is anticipated that the pilot Go Zones would save \$4 million per year in reduced greenhouse gas emissions (GHG) and generate a net average of \$69.2 million a year in revenues, which would go directly toward transportation improvements, pedestrian amenities and economic development. This is a feasibility study to help inform some of the broader discussions that have been ongoing about congestion pricing. We anticipate continued research on this other pricing concepts as we develop our long range transportation plan, Connect So Cal. [You can read the report online now.](#)

SCAG LAUNCHES ACTIVE TRANSPORTATION DATABASE

SCAG is excited to announce the launch of its new [Active Transportation Database](#)! This new tool helps streamline and simplify data collection, making it easier to count pedestrians and bicyclists and measure how frequently people in a certain area bike or walk. Having that information helps cities plan for future projects, identify how local streets can be improved and measure the impact of infrastructure projects like bike lanes, crosswalks or sidewalk enhancements. Developed in partnership with Metro and the San Bernardino County Transportation Authority, SCAG’s new database will give local agencies, non-profits and researchers a one-stop-shop for active transportation data, and help them standardize their data sets. SCAG is hosting a [hands-on training](#) session on Tuesday, April 9! Participants will walk through the system together and conduct a test count in front of SCAG’s Downtown Los Angeles office. [Register to attend here.](#) To learn more, visit the [Active Transportation Database website.](#)

REGIONAL AERIAL IMAGERY COLLABORATIVE SEEKS LOCAL PARTNERS

As a part of our Future Communities Initiative, SCAG is currently exploring how best to provide access to a library of geographic data and digital terrain imagery to local jurisdictions and other potential stakeholders. The effort aims to expand the Los Angeles Region Imagery Acquisition Consortium (LARIAC) to include high resolution aerial imagery for the entire six-county region. On March 20, SCAG staff co-hosted a meeting with the Los Angeles County GIS department to discuss the joint effort in obtaining regional imagery. This collaborative effort will ultimately leverage economies of scale to acquire more and better data for less expense.

2019 DEMOGRAPHIC WORKSHOP COMING SOON

On June 11, SCAG and the USC Price School of Public Policy will co-host the 30th annual Demographic Workshop, “Make it Count – The Impact of Census 2020 & Connect SoCal on Our Future,” at the University of Southern California in Los Angeles. With an eye toward the future, this year’s program provides the most recent update on demographic trends and their implications as we undertake both Census 2020 and Connect SoCal, SCAG’s 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy. Following a check-up on recent migration, fertility, and aging statistics, speakers will discuss the challenges and anticipated outcomes of Census 2020. Additional panels will focus on implications of demographic changes on housing and a reflection on the close linkage between demographics and long-range regional planning. Look for an announcement about registration opening, coming soon.

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.

EXPERT PANEL CONVENED TO DISCUSS REGIONAL HOUSING NEEDS

On March 27, SCAG staff convened a panel of experts on estimating housing needs as part of the sixth cycle of the Regional Housing Needs Assessment process, also known as RHNA. A total of 15 experts participated in the panel including demographers, economists, housing researchers and practitioners. Staff first provided an overview of its proposed approach responding to recent state housing legislation particularly as related to estimating existing housing needs. The panel then provided valuable feedback with respect to the assumptions and issues associated with the staff approach. In addition, the Panel also suggested alternative approaches to estimate housing needs. A summary of the session will be provided at the next meeting of the RHNA subcommittee, scheduled for May 6.

SCAG HELD STORY MAP TRAINING

As part of an initiative to advance sustainability planning and data analysis, SCAG hosted a free training on ArcGIS and StoryMaps for interested students, introducing participants to SCAG's open data sources and how to put them to use using the Esri StoryMaps platform. Students were encouraged to apply for SCAG's Student Showcase, to be held on May 2, at the annual [Regional Conference & General Assembly](#). Students whose projects are chosen will receive complimentary event registration, hotel accommodation and admission, and access to local elected officials and planning experts on Southern California. Projects will also compete for four cash prizes totaling \$6,000.

SCAG CONTINUES INTERNATIONAL COLLABORATION

In late March, SCAG hosted a 20-member Chinese delegation from the Inner Mongolia Autonomous Region. The group consisted of municipal officials and academic professors seeking to learn more about data-driven policymaking in regional transportation and land use planning. SCAG staff shared presentations on the structures of governance and planning in Southern California, as well as details on SCAG's Future Communities Initiative. The delegation shared their experiences of integrated transportation planning and regional collaboration through big data, and expressed interest in further collaboration with SCAG on sustainable economic development and data-sharing initiatives.



Date: April 18, 2019
To: ICTC Commissioner's
From: Cory Binns, Caltrans District 11, District Director
Re: **District Director's Report**

The following is the California Department of Transportation, District 11 report for the Imperial County Transportation Commission (ICTC) Commissioner's meeting of April 24, 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. *The next meeting was held in April 2019.*

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.*

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.

4. Planning:

Calexico Traffic Management Plan

The Calexico West POE Expansion (Phase 1) 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.*

Planning (continued):

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 was one remaining public outreach effort, at which the final northbound and southbound access was presented to the public; it was held on April 18, 2019, in the City of Calexico.*

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 one remaining project in Imperial County that is funded through SBI. Two other projects involving bridge work and pavement overlays have already been completed.

- SR-111 & SR-98 Pavement Overlay - Construction began on September 17, 2018 *and is expected to be complete in summer 2019.*

An additional 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 several 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.
- Widening on SR-98/SR-111, from Ollie to Rockwood.
- Upgrade curve warning signs along various routes.
- Paving on SR-86 from the SR-111/SR-86 junction to the City of El Centro.

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

7. Maintenance:

El Centro Maintenance recently completed a resurfacing project on the I-8/ Dogwood Road overcrossing. This required the closure of all ramps at the interchange for two nights.



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 April 11, 2019, the inactive and future inactive list was updated. Action is required by the Imperial County Transportation Commission, as well as the cities of Brawley, Calexico, and El Centro.

The next deadlines to submit Inactive and Future Inactive invoices are May 20 and August 20, 2019, respectively. District 11 must have complete and accurate invoices before these due dates to avoid de-obligation 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).

A complete list of Inactive Projects can be found online.

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

June 28, 2019 Deadline: DBE Annual Submittal & ADA Annual Certification Forms:

Just a reminder, please submit both the Local Agency Disadvantaged Business Enterprise (DBE) Annual Submittal Form (Exhibit 9-B) and Local Agency Americans with Disabilities Act (ADA) Annual Certification Form (Exhibit 9-C) before June 28, 2019, for the next Federal Fiscal Year (October 1, 2019 to September 30, 2020) per Local Assistance Procedures Manual (LAPM) Chapter 9, Sections 9.3 and 9.6.

With the 9-B transmittal, provide an organizational chart that includes the DBE Liaison Officer’s contact information. Note that failure to submit completed forms will result in delays to the processing of any Requests for Authorization.

Link to the Local Assistance Procedures Manual:

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

Local Assistance (continued):

Mandatory Use of New LAPM Form 3-A, Request for Authorization (RFA):

Beginning April 1, 2019, project sponsors must use LAPM Form 3-A to request authorizations and adjustments for federal-aid projects. LAPM Form 3-A is on the LAPM Forms Page of the Local Assistance website, and prior duplicative forms are still available in the “Superseded by LAPM 3-1” section on the right side column. These prior forms continue to be made available to help ensure continuity for projects in the middle of the Request for Authorization process. However, the current plan is to remove these prior forms from the LAPM Forms page and archive them by June 1, 2019. After July 1, 2019, Requests for Authorization received using the prior forms will be returned to project sponsors for resubmittal using LAPM 3-A.

Caltrans developed this form to streamline the fund request process and consolidate multiple forms into one dynamic form. For more information, see Office Bulletin DLA-OB-18-03, Authorization/Adjustment Requests on the Caltrans LAPM Office Bulletin website and LAPM Form 3-A on the Caltrans LAPM Forms page.

Please make sure to right-click on the form, save to your computer, then open from Adobe Acrobat/Reader. Otherwise, by just clicking the link, that form may not appear or work properly.

For questions, please contact Joseph Chua, Imperial County Area Engineer at 619-220-5386.

New Local Assistance Procedures: Construction Manager & 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 locally administered Federal-Aid projects.

View the Local Assistance Procedures for Construction Manager and General Contractor tab via 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.

Local Assistance (continued):

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 before *July 1, 2019*.
- 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

Latest “2016 Repurposed Earmark Funds Expiring by 09/30/2019”

<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.

Federal Fiscal Year 2018/19 Requests for Authorization/Obligation Past Due

Funding Requests for Authorization (RFA) this federal fiscal year were due by February 1, 2019. Early RFA submittals minimize delay to obtaining fund authorizations. Please 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 include: Subsidized Classes for Local Agencies, Policy/Procedures, Program Guidelines, Training, Environmental Review, and Right of Way.

<http://www.localassistanceblog.com>

Local Assistance (continued):

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 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>

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:

Local Assistance (continued):

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.

Caltrans Division of Local Assistance has an updated Title VI website on “Filing a Complaint” as of March 20, 2019. The following link provides guidance to local agencies for processing Title VI complaints

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

Local Assistance (continued):

TITLE VI: NONDISCRIMINATION PROGRAM

FILING A COMPLAINT

The California Department of Transportation (Caltrans), under Title VI of the Civil Rights Act of 1964, prohibits discrimination based upon race, color, and national origin. Specifically, 42 USC 2000d states that *"No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance."* The use of the word "person" is important as the protections afforded under Title VI apply to anyone, regardless of whether the individual is lawfully present in the United States or a citizen of a State within the United States.

All Title VI complaints may be filed by any individual or group who believes they have been excluded from participation in, denied benefits or services of any program or activities administered by Caltrans or its subrecipients, consultants, contractors, or suppliers on the basis of race, color, national origin, sex, disability, or age. Under no circumstance, is the complainant discouraged from filing a complaint.

If local agencies receive complaints, they must be forwarded to the Caltrans Office of Business and Economic Opportunity (OBEO), and Caltrans OBEO will forward the complaints to the Federal Highway Administration California Division Office or to the Federal Transit Administration. The complaint must be submitted in writing within 180 calendar days from the alleged occurrence unless the time for filing is extended. The complaint must be signed and dated by the individual or their representative.

Caltrans, its subrecipients, contractors, consultants, and/or suppliers are prohibited from intimidating or retaliating against any individual or group filing a Title VI and related statutes discrimination complaint.

For more information on the Caltrans Division of Local Assistance Title VI Program please [click here](#).

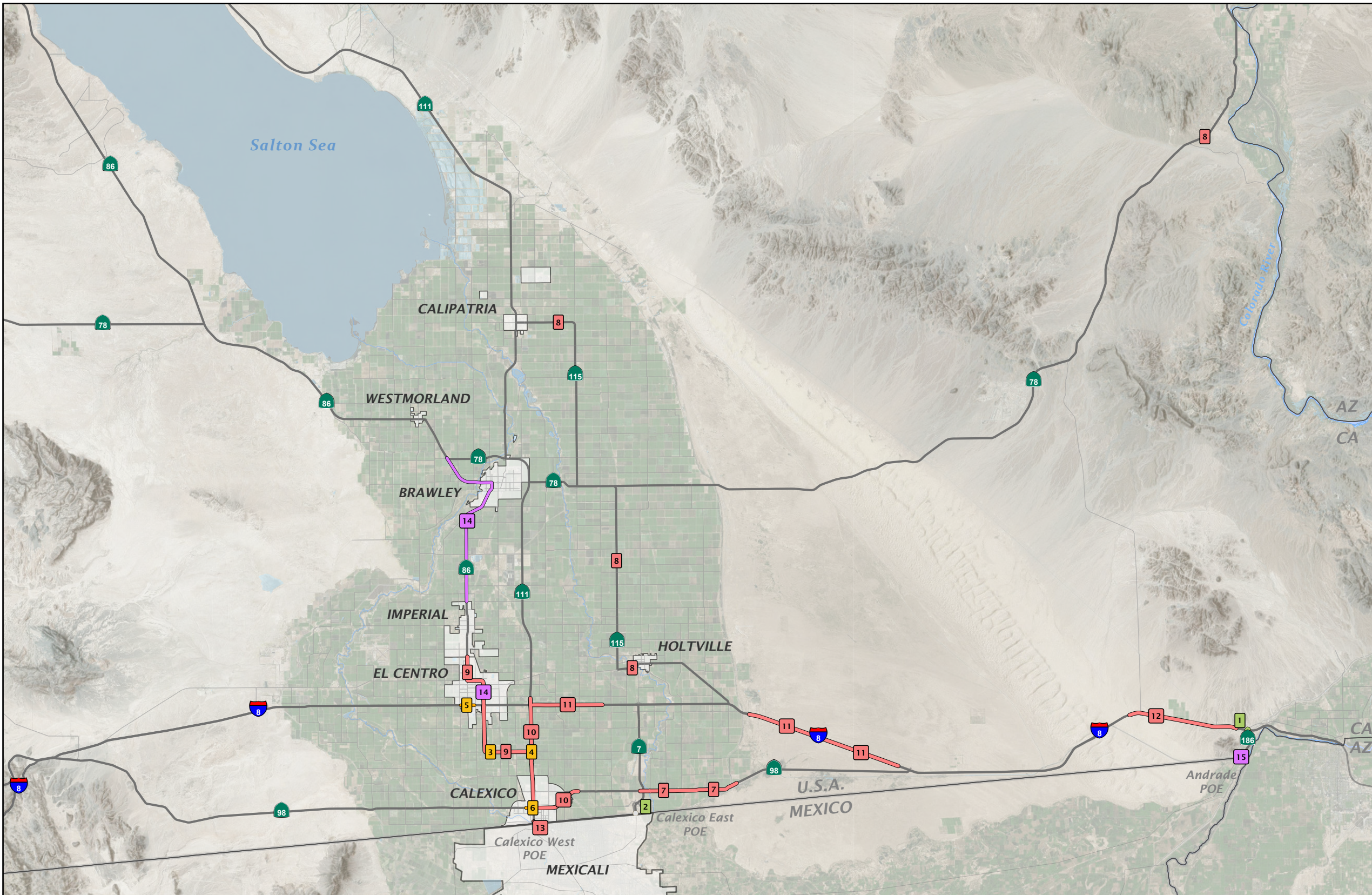
A person may file a complaint directly with:

California Department of Transportation
Office of Business & Economic Opportunity
1823 14th Street
Sacramento, CA 95811
Phone: 916-324-0449
Fax: 916-324-1949
TTY: 711
Email: Title.VI@dot.ca.gov


District II – Local Assistance Division - New Mail Station

Caltrans, District II Local Assistance has a *new mail station*. Please send correspondence to this address:

Caltrans, District II, Local Assistance Engineer
Planning & Local Assistance Division
4050 Taylor Street **MS – 244**
San Diego, CA 92110



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

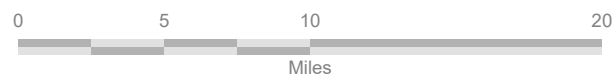
CONSTRUCTION

8. SR-78/115 Culvert Repairs Construction Start Summer 2019 
9. SR-86 Pavement Rehabilitation Construction Start Summer 2019
10. SR-111/SR-98 Pavement Rehabilitation Construction Start Summer 2019 
11. I-8 Pavement Rehabilitation at Various Locations Construction Complete Fall 2019
12. I-8 Pavement Rehabilitation at Ogilby Rd to SR-186 Construction Complete Spring 2019
13. SR-111 Calexico West - GSA POE Reconfiguration* Construction Complete Spring 2019

RELINQUISHMENT

14. SR-86 Relinquishment From SR-78 to SR-111 Senate Bill 788 Approved Fall 2013
15. 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

 : Port of Entry

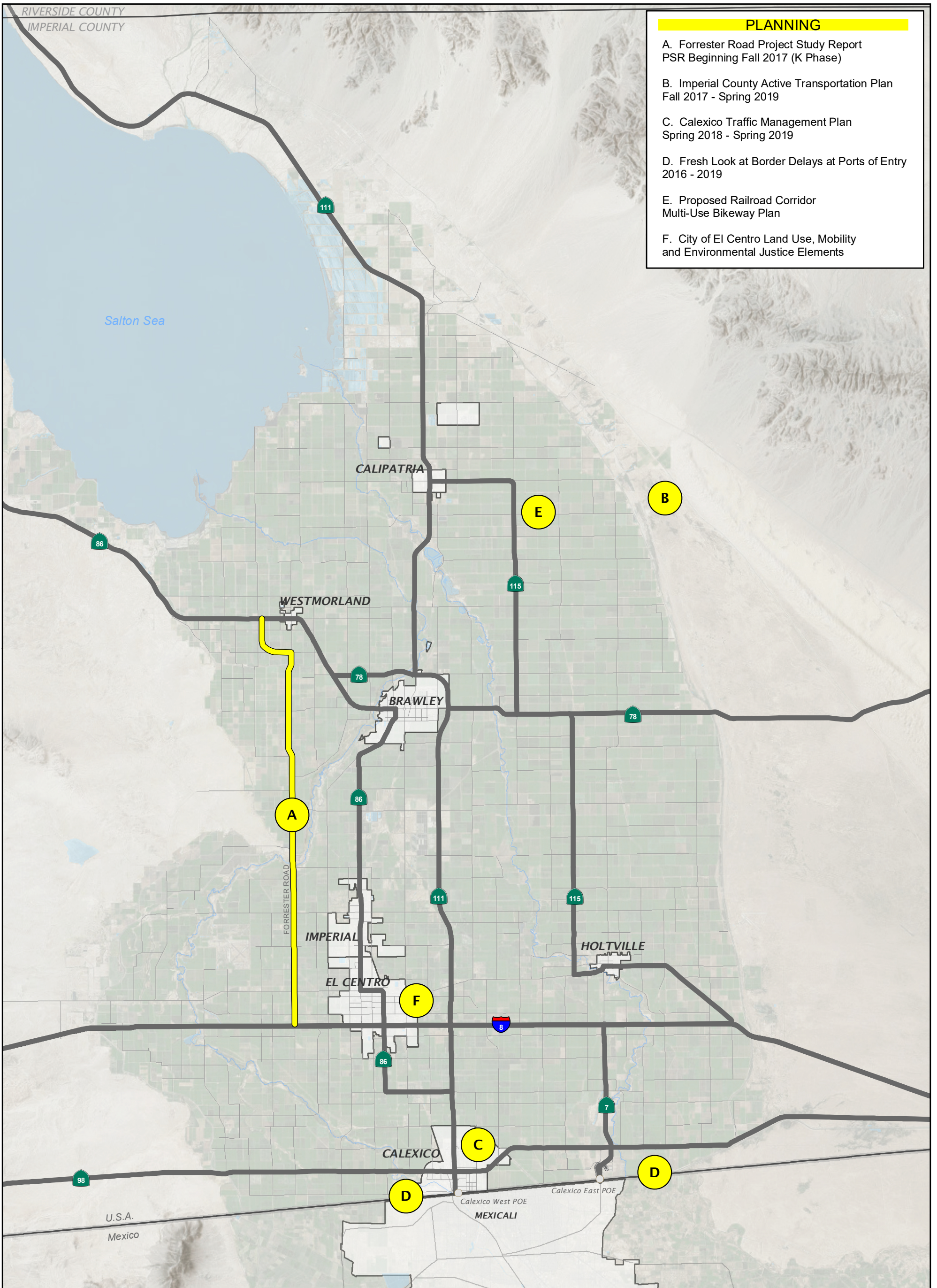
Portions of this map contain geographic information copyrighted by the Imperial County GIS program. All rights reserved. The data provided is "as is" without warranty of any kind.

Date:04/02/2019

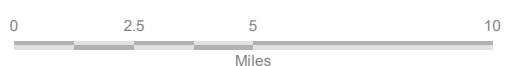
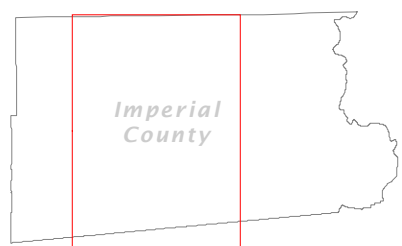
* The California Department of Transportation (Caltrans) is a partner in this study/projects, although not the lead agency.



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

VI. ACTION CALENDAR

VI. ACTION CALENDAR

A. 2018 CMAQ PROGRAMMING PROJECT LIST—FY 2019/2020 TO 2021/2022



IMPERIAL COUNTY
TRANSPORTATION COMMISSION

1503 N. IMPERIAL AVE., SUITE 104

EL CENTRO, CA 92243-2875

PHONE: (760) 592-4494

FAX: (760) 592-4410

April 17, 2019

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

SUBJECT: 2018 Congestion Mitigation and Air Quality Programming Project List – FY 2019/2020 to
FY 2021/2022

Dear Commission Members:

The Imperial County Transportation Commission (ICTC) directed staff to conduct a competitive call for projects for the Congestion Mitigation and Air Quality (CMAQ) starting December 17, 2018 and ending March 1, 2019. Approximately \$5.2 million may be available over a three-year period beginning in federal fiscal year 2019/2020 and ending in FFY 2021/2022.

On March 28, 2019 members of the ICTC Technical Advisory Committee (TAC) met to review the scoring and ranking of the 9 projects totaling a fund request \$4.7 million. With the use of the CMAQ Guidelines and scoring and ranking of all projects, TAC members were able to agree upon a recommended list of projects. Attached is a list of the recommended projects by agency, project title, and priority. The recommendation of projects would utilize the programming capacity of each proposed federal fiscal year.

The Technical Advisory Committee met on April 4, 2019 and forwarded this item to the Management Committee. The ICTC Management Committee met on April 10, 2019 and forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the 2018 CMAQ Programming Project List for FFY 2019/2020 to FFY 2021/2022; and
2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

Sincerely,

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

MARK BAZA
Executive Director

MB/vm
Attachment

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

DRAFT 2018 CMAQ FUNDING APPORTIONMENTS			Proposed Funding 2018 Call for Projects			
Agency	Priority	Project	2019-20	2020-21	2021-22	TOTAL
Brawley	1	Legion Road from SR86 to Western Avenue (unpaved street)	\$177,000	797,000		\$ 974,000
	2	Western Avenue from Legion Street to Wildcat Drive (unpaved street)	\$177,000		\$ 797,000	\$ 974,000
						\$ 1,948,000
Calexico	1	Weakley Street between Scaroni Blvd. and Portico Blvd. (unpaved street)	\$173,000	\$291,000		\$ 464,000
						\$ 464,000
Calipatria	1	Date Street between HWY 111/Sorenson Ave. and Railroad Ave. pedestrian improvements	\$401,000			\$ 401,000
						\$ 401,000
El Centro	1	Traffic Signal Synchronization Dogwood Avenue and 8th Street	\$48,000	\$367,000		\$ 415,000
						\$ 415,000
Holtville	1	Cedar Avenue Sidewalk Improvements	\$17,000	\$193,000		\$ 210,000
	2	9th Street Sidewalk Improvements from Beale Avenue to Oak Avenue	\$331,000			\$ 331,000
						\$ 541,000
Imperial	1	Class II Bike facility north side of Aten Road from Dogwood Road to Puerto Vallarta Ave.	\$432,000			\$ 432,000
						\$ 432,000
County	1	Main Street Improvements from Highway 111 to Memphis Avenue in Niland		\$107,000	\$ 957,000	\$ 1,064,000
						\$ 1,064,000
Programmed			\$0	\$0	\$0	\$0
Proposed			\$1,756,000	\$1,755,000	\$1,754,000	\$ 5,265,000
Available			\$1,756,000	\$1,755,000	\$1,754,000	\$ 5,265,000
Over/Under programmed			\$0	\$0	\$0	

VI. ACTION CALENDAR

VI. ACTION CALENDAR

B. 2018 STBG PROGRAMMING PROJECT LIST—FY 2019/2020 TO 2021/2022



IMPERIAL COUNTY
TRANSPORTATION COMMISSION

1503 N. IMPERIAL AVE., SUITE 104

EL CENTRO, CA 92243-2875

PHONE: (760) 592-4494

FAX: (760) 592-4410

April 17, 2019

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

SUBJECT: 2018 Surface Transportation Block Grant Programming Project List – FY 2019/2020 to
FY 2021/2022

Dear Committee Members:

The Imperial County Transportation Commission (ICTC) directed staff to conduct a competitive call for projects for the Surface Transportation Block Grant (STBG) starting December 17, 2018 and ending March 1, 2019. Approximately \$7.6 million may be available over a three-year period beginning in federal fiscal year 2019/2020 and ending in FFY 2021/2022.

On March 28, 2019 members of the ICTC Technical Advisory Committee (TAC) met to review the scoring and ranking of the 9 projects totaling a fund request \$12.5 million. With the use of the STBG Guidelines and scoring and ranking of all projects, TAC members were able to agree upon a recommended list of projects. Attached is a list of the recommended projects by agency, project title, and priority. The recommendation of projects would utilize the programming capacity of each proposed federal fiscal year.

The Technical Advisory Committee met on April 4, 2019 and forwarded this item to the Management Committee. The ICTC Management Committee met on April 10, 2019 and forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the 2018 STBG Programming Project List for FFY 2019/2020 to FFY 2021/2022; and
2. Direct staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

Sincerely,

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

MARK BAZA
Executive Director

MB/vm
Attachment

DRAFT 2018 STBG FUNDING APPORTIONMENTS			Proposed Funding 2018 Call for Projects			
Agency	Priority	Project	FY19/20	FY20/21	FY21/22	Total
Brawley	1	Legion Street from East of Kelley Ave. to West St. deflection point near West City limits	\$ 620,000			\$ 620,000
	2	K Street from Rio Vista Ave. to 8th St.	\$ 53,000		\$ 339,000	\$ 392,000
						\$ 1,012,000
Calipatria	1	Date Street between HWY 111/Sorenson Avenue and Railroad Avenue Pedestrian Improvements	\$ 127,000			\$ 127,000
						\$ 127,000
El Centro	1	Imperial Avenue Extension, Phase II		\$ 700,000	\$ 2,200,000	\$ 2,900,000
						\$ 2,900,000
Holtville	1	Orchard Road from Alamo River Bridge to 4th Street	\$ 396,000			\$ 396,000
						\$ 396,000
Imperial	1	La Brucherie Rd. Widening from Aten Blvd to Treshill Rd.		\$ 1,841,000		\$ 1,841,000
						\$ 1,841,000
County	1	Clark Road Improvements from Wahl Road to 0.5 miles north of SR-98	\$ 1,348,000			\$ 1,348,000
						\$ 1,348,000
Programmed						\$ -
Proposed			\$2,544,000	\$2,541,000	\$2,539,000	\$7,624,000
Available			\$2,544,000	\$2,541,000	\$2,539,000	\$ 7,624,000
Over/Under programmed			\$0	\$0	\$0	

VI. ACTION CALENDAR

VI. ACTION CALENDAR

C. UTN PUBLIC HEARING PROCESS—FY 2019/20



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

April 17, 2019

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

SUBJECT: Unmet Transit Needs Public Hearing Process - Fiscal Year 2019-20

Dear Commission Members:

Section 99401.5 of the Public Utilities Code states:

“...The Transportation Planning Agency (TPA) shall hold at least one public hearing pursuant to Section 99238.5, for the purpose of soliciting comments on the Unmet Transit Needs that may exist within the jurisdiction...”

Unmet Needs that are determined to be reasonable to meet may be established by offering services directly, contracting for new services or the expansion of existing services.

On February 21, 2019, the Unmet Transit Needs Hearing Panel conducted the required local Public Hearing. The Hearing Panel reconvened on March 21, 2019 to consider the verbal and written testimony, and staff recommendations. After discussion of the analysis portion, the Panel developed the “Findings” regarding public transit services for FY 2019-2020. These “Findings” assist in the allocation of resources and determination of the service levels to be provided. The process consequently guides the FY 2019-20 Transit Financing Plan and work program activities.

After review of the staff prepared analysis, the Panel accepted three requests as “Reasonable to Meet”. Due to the expectation that revenues will be stagnant this fiscal year, the services considered as “Reasonable to Meet” have been placed on the official 2019 ICTC Unmet Transit Needs List in prioritized order, which is an attachment to the “Findings” document. Should funding be identified, this list is used to advance new services and routes.

One additional request that Staff considered as revenue neutral was the request for a bus stop near the new Clinicas de Salud building in El Centro. Staff is coordinating with the city of El Centro regarding bus stop infrastructure in addition to conducting a route recon and time trial utilizing the Blue Line.

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

April 17, 2019

The Social Services Transportation Advisory Council (SSTAC) has met and developed the required response to the "Findings" on April 3, 2019 for consideration (see attachment).

After adoption of the "Findings", staff will develop the budget for the ICTC Transit Financing Plan for FY 2019-20 and anticipates submittal in the June 2019 time frame.

The Management Committee met on April 10, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Adopt the FY 2019-20 "Findings" and the prioritized 2019 ICTC Unmet Transit Needs List as presented or amended, after a review of the SSTAC response.
2. Authorize the Chairman to sign the attached resolution.
3. Direct staff to forward the FY 2019-20 "Findings", and all other public hearing documentation and resolution to the State Department of Transportation.

Sincerely,

MARK BAZA
Executive Director

BY: 

Kathi Williams
Transit Programs Manager

MB/ksw/cl

attachment



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

March 26, 2019

**UNMET TRANSIT NEEDS FINDINGS
FISCAL YEAR 2019-20**

The Imperial County Unmet Transit Needs Public Hearing was conducted at 3:00 p.m., on February 21st, 2019 at the City of El Centro City Council Chambers, in El Centro, Ca. After review and consideration of the testimony received at the hearing, this Panel reconvened on March 28th, 2019 to make the following “Findings”:

The following “Findings” are unmet transit needs or transit needs which are reasonable to meet. The ICTC Transit Financing Plan and TDA claims for Fiscal Year 2019-20 shall be approved consistent with these stated “Findings”.

- I. Existing transit services should be continued:
 - A. IVT RIDE – Brawley, Calexico, El Centro, Imperial and West Shores
 - B. County-Wide Transit System- Imperial Valley Transit
 - C. ADA Paratransit Services – IVT Access
 - D. IVT MedTrans

- II. Continue coordination between existing transit services, including paratransit services provided by both public and social service agencies. ICTC staff shall provide recommendations and technical assistance when requested by social service and public agencies.

- III. All transit services shall comply with the American's with Disabilities Act of 1990; provisions specific to respective services offered.

- IV. All transit services shall comply with the Federal Transit Administration (FTA) and/or Federal Highway Administration (FHWA) Drug and Alcohol Testing rules; provisions specific to respective services offered.

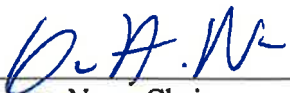
**CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND,
IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL**

- V. Staff will continue to pursue resources for the implementation of the proposed IVT Red Line in Imperial and IVT Garnet Line in Calexico.
- VI. Staff will continue to provide assistance to the Cities of Calexico and Imperial for the development of the Cities' transfer terminal projects.
- VII. Staff will continue to review the expansion of transit service and schedule information.

All other services and issues as presented by written or verbal testimony are hereby declared as not reasonable to meet, at this time.

Not available for signature

Robert Amparano,
Councilmember, City of Imperial



George Nava, Chairman
Councilmember, City of Brawley

Not available for signature

Cheryl Viegas Walker, Councilmember,
City of El Centro



Lewis Pacheco, Councilmember
City of Calexico

STAFF:



Mark Baza
Executive Director



David Aguirre
Program Manager



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

March 26, 2019

UNMET TRANSIT NEEDS LIST FISCAL YEAR 2019-20

Priority order

1. IVT - Extension and Additional Sunday bus service between Niland and El Centro. (Includes stops in Westmorland and Calipatria) - Increased frequency and Expansion. This action includes the addition of service hours on the corresponding ADA paratransit service, *IVT Access*. *Per action taken by ICTC XX-XX-19*
2. IVT – Additional service for Direct Lines (Routes 31 and 32). *Per action taken by ICTC XX-XX-19*
3. IVT – Implement two additional trips on *Imperial Valley Transit* route 41S (Brawley to El Centro FAST) to reduce overcrowding on route 2S in the primary corridor. (Previous Year Item – Noted in SRTP, Anticipated Year 2 Implementation) *Per action taken by ICTC XX-XX-19*
4. Implement *IVT Express* schedule modifications and an additional late round trip from IVC to Calexico after 5:30 PM, after IVC adjusts its “college hour” scheduling. *Per action taken by ICTC XX-XX-19*

SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL

Ted Cesar, Chairperson
Michael Hack, Vice-Chair
Kathi Williams, Secretary

1503 N. Imperial Ave., Suite 104
El Centro, CA 92243
(760) 592-4494

April 3, 2019

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

Dear Commissioner Amparano:

One of the responsibilities of the Social Services Transportation Advisory Council (SSTAC) is to advise ICTC on existing public transportation needs. In addition, the SSTAC must review the "Findings" as developed by the Public Hearing Panel. SSTAC met on April 3, 2019 and reviewed the "Findings" as developed by the Public Hearing Panel on March 28, 2019. SSTAC appreciates the proactive consideration given by the Transit Hearing Panel for the acknowledgement of addressing the "Findings" in previous years.

It is the interest of the SSTAC that should funding be identified for FY 2019-20 or subsequent years, that the issues noted in the Unmet Transit Needs List be implemented in order of priority:

1. Extension and Additional Sunday bus service between Niland and El Centro. (Includes stops in Westmorland and Calipatria) - This action includes the addition of service hours on the corresponding ADA paratransit service.
2. Additional service for Direct Lines (Routes 31 and 32).
3. Implement two additional trips on *Imperial Valley Transit* route 41S (Brawley to El Centro FAST) to reduce overcrowding on route 2S in the primary corridor.
4. Implement *IVT Express* schedule modifications and an additional late round trip from IVC to Calexico after 5:30 PM, after IVC adjusts its "college hour" scheduling.

SSTAC would also like to express support in allowing IVT RIDE El Centro to provide year round transportation services to Seniors to congregate meal sites in Heber 4 days per week effective as of July 1, 2019.

SSTAC would also like to express support in allowing the expansion of the IVT Blue Line route to include a stop near the new Clinicas De Salud Building and the further coordination with the City of El Centro as required as it pertains to bus stop infrastructure.

We appreciate the opportunity to participate in the evaluation and delivery of transit services.

Sincerely,



Ted Cesar
Chairperson

T:\projects\sstac\2019\sstac utr 2 ltr hearing FY 19-20

**RESOLUTION _____ OF
THE IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC)
MAKING A DETERMINATION AS TO UNMET TRANSIT NEEDS WITHIN THE
REGION OF THE COUNTY OF IMPERIAL FOR FY 2019-20**

WHEREAS, the Imperial County Transportation Commission (ICTC), is the designated Transportation Planning Agency for the County of Imperial, and is therefore responsible for the administration of the Transportation Development Act, Public Utilities Code 99200 et seq; and

WHEREAS, under Sections 99238, 99238.5, 99401.5 and 99401.6, of the Public Utilities Code, because the legislative intent for the use of the funds is for transit purposes, a public hearing should be held. From a review of the testimony received and the adopted Regional Transportation Plan, a finding must be made that there are no unmet public transit needs in the jurisdiction that can be reasonably met, or unmet transit needs that can be reasonably met must be identified and prioritized; and

WHEREAS, a public hearing and subsequent public meeting was held in Imperial County on February 21, 2019 and March 28, 2019, after sufficient public notice was given, and at which time the public testimony and comment was received; and

WHEREAS, the Social Services Transportation Advisory Council reviewed the proposed “Findings” on April 3, 2019 in accordance with the requirements of the Act; and

WHEREAS, the comments of the Social Services Transportation Advisory Council have been taken into consideration; and

WHEREAS, a final opportunity for further public comment was provided on April 24, 2019; and

THEREFORE, BE IT RESOLVED that the Imperial County Transportation Commission, hereby resolves that the Unmet Transit Needs Adopted “Findings” and the “2019 ICTC Unmet Transit Needs List” as attached, are identified, and that there are no further unmet public transit

needs within the County of Imperial that can be reasonably met at this time;

PASSED AND ADOPTED at a regular meeting of the Imperial County

Transportation Commission held on April 24, 2019.

By: _____
Chairperson

ATTEST:

By:

Cristi Lerma
Secretary to the Commission

VI. ACTION CALENDAR

D. AGREEMENT FOR HUMAN RESOURCE SERVICES, FY 2018-19 TO FY 2019-20



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

April 16, 2019

Robert Amparano, Chairperson
Imperial County Transportation Commission
1504 N. Imperial Avenue, Suite 104
El Centro, CA 92243

SUBJECT: Agreement for Human Resource Consultant Services, FY 2018-19 and FY 2019-20

Dear Commission Members:

The Imperial County Transportation Commission staff is requesting approval for a two-year agreement with Argelia M. Gaddis for Human Resource Staff Support. ICTC will utilize Ms. Gaddis for professional Human Resource services as needed, including necessary revisions to the personnel policy manual; recruitment/hiring policies; employee retention programs; and, analysis and coordination of changes to employee benefits programs as necessary. Previously, ICTC received Human Resource Staff Support from the City of Imperial beginning in 2011 for a not to exceed fee of \$20,000 annually. However, due to organizational changes the City declined to continue to provide support in the future.

It is estimated that 42 hours at \$95.00 per hour for FY 2018-19, for a total of \$3,990.00; and 240 hours for FY 2019-20 for a total of \$22,800.00 may be needed to complete the anticipated services. Funding for these services in FY 2018-19 were not included in the OWP and budget, therefore a budget amendment for \$3,990.00 will be proposed at the April 24, 2019 Commission meeting. The agreement and scope of work are included in the back-up to this letter.

Due to time constraints the, ICTC Executive Director forwards this item to the Commission for review and approval pending a budget amendment approval and the receipt of public comment if any:

1. Authorize the Chairman to sign the agreement for Human Resource Consultant Services with Argelia M. Gaddis,
 - a. for the fee of \$3,990 effective May 1, 2019 through June 30, 2019.
 - b. for the fee of \$22,800 effective July 1, 2019 through June 30, 2020.

Sincerely,


MARK BAZA
Executive Director

MB/ksw/cl

Attachment

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

1 **AGREEMENT FOR SERVICES**

2
3 THIS AGREEMENT FOR SERVICES (“Agreement”), made and entered into this _____ day
4 of _____, 2019, is by and between the **IMPERIAL COUNTY TRANSPORTATION**
5 **COMMISSION (“ICTC”)** and **ARGELIA M. GADDIS (“CONSULTANT”)** (individually, “Party;”
6 collectively, “Parties”).

7 **W I T N E S S E T H**

8 **WHEREAS**, ICTC desires to retain a qualified individual, firm or business entity to provide
9 professional services for on-call human resource / risk management consultant services (“the Project”); and

10 **WHEREAS**, ICTC desires to engage CONSULTANT to provide services by reason of its
11 qualifications and experience for performing such services, and CONSULTANT has offered to provide the
12 required services for the Project on the terms and in the manner set forth herein.

13 **NOW, THEREFORE**, ICTC and CONSULTANT have and hereby agree to the following:

14 1. DEFINITIONS.

15 “Proposal” shall mean CONSULTANT’s proposal entitled “Proposed Work Plan FY 2018-19 &
16 FY 2019-20”. The Proposal is attached as **Exhibit “A”** and incorporated herein by this reference.

17 2. CONTRACT COORDINATION.

18 CONSULTANT shall assign a single Contract Manager to have overall responsibility for the
19 progress and execution of this Agreement. Argelia M. Gaddis is hereby designated as the Contract
20 Manager for CONSULTANT. Should circumstances or conditions subsequent to the execution of this
21 Agreement require a substitute Contract Manager for any reason, the Contract Manager’s designee shall be
22 subject to the prior written acceptance and approval of ICTC.

23 3. DESCRIPTION OF WORK.

24 3.1. CONSULTANT shall provide all materials and labor to perform this Agreement. In the
25 event of a conflict among this Agreement and the Proposal, this Agreement shall take precedence over the
26 Proposal.

27 3.2. CONSULTANT shall perform additional or extra work if required, utilizing the per hour
28 rate set forth in **Exhibit “A”** (\$95.00/hour).

1 4. WORK TO BE PERFORMED BY CONSULTANT.

2 4.1. CONSULTANT shall comply with all terms, conditions and requirements of the Proposal
3 and this Agreement.

4 4.2. CONSULTANT shall perform such other tasks as necessary and proper for the full
5 performance of the obligations assumed by CONSULTANT hereunder.

6 4.3. CONSULTANT shall:

7 4.3.1. Procure all permits and licenses, pay all charges and fees, and give all notices that
8 may be necessary and incidental to the due and lawful prosecution of the services to be performed
9 by CONSULTANT pursuant to this Agreement;

10 4.3.2. Use the standard of care usual to CONSULTANT's profession to keep itself fully
11 informed of all applicable existing and proposed federal, state and local laws, ordinances,
12 regulations, orders and decrees which may affect those engaged or employed under this Agreement,
13 any materials used in CONSULTANT's performance under this Agreement or the conduct of the
14 services under this Agreement;

15 4.3.3. At all times observe and comply with, and cause all of its employees to observe and
16 comply with all of said laws, ordinances, regulations, orders and decrees mentioned above; and

17 4.3.4. Immediately report to ICTC in writing any discrepancy or inconsistency it discovers
18 in said laws, ordinances, regulations, orders and decrees mentioned above in relation to any plans,
19 drawings, specifications or provisions of this Agreement.

20 4.4. Any videotape, reports, information, data or other material given to, or prepared or
21 assembled by, CONSULTANT pursuant to this Agreement shall be the property of ICTC and shall not be
22 made available to any individual or organization by CONSULTANT without the prior written approval of
23 ICTC. The preceding restriction shall not apply to information which is in the public domain, was
24 previously known to CONSULTANT, was acquired by CONSULTANT from others who have no
25 confidential relationship to ICTC with respect to same, or which through no fault of CONSULTANT
26 comes into the public domain. CONSULTANT shall not be restricted from releasing information,
27 including confidential information, in response to a subpoena, court order, or other legal process.
28 CONSULTANT shall not be required to resist such subpoena, court order, or legal process, but shall

1 promptly notify ICTC in writing of the demand for information before responding to such demand.

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 have experience in these fields
5 and 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 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 under this Agreement shall not exceed twenty six thousand seven
25 hundred ninety dollars (\$26,790.00) unless otherwise previously agreed to by ICTC.

26 7. PAYMENT.

27 CONSULTANT will bill ICTC on a time and material basis upon completion of the project or as set
28 forth in the cost schedule attached hereto as **Exhibit "A"**. ICTC shall pay CONSULTANT for completed

1 and approved services upon presentation of its itemized billing. Notwithstanding the foregoing, ICTC shall
2 retain 10% of the total compensation until the work to be performed has been completed in accordance with
3 this Agreement, as determined by ICTC, and payment in full of all subcontractors of CONSULTANT.

4 8. METHOD OF PAYMENT.

5 CONSULTANT shall at any time prior to the 15th day of any month, submit to ICTC a written
6 claim for compensation for services performed. The claim shall be in a format approved by ICTC.
7 CONSULTANT may expect to receive payment within a reasonable time thereafter and in any event in the
8 normal course of business within thirty (30) days after the claim is submitted.

9 9. TERM AND TIME FOR COMPLETION OF THE WORK.

10 9.1. This Agreement shall commence on May 1, 2019 and shall remain in effect through June
11 30, 2020 unless otherwise terminated as provided herein.

12 9.2. Program scheduling shall be as described in Exhibit "A" unless revisions to Exhibit "A" are
13 approved by both ICTC and CONSULTANT's Contract Manager. Time extensions may be allowed for
14 delays caused by ICTC, other governmental agencies, or factors not directly brought about by the
15 negligence or lack of due care on the part of CONSULTANT.

16 10. SUSPENSION OF AGREEMENT.

17 ICTC shall have the authority to suspend this Agreement, wholly or in part, for such period as
18 deemed necessary due to unfavorable conditions or to the failure on the part of CONSULTANT to perform
19 any provision of this Agreement. CONSULTANT will be paid the compensation due and payable to the
20 date of suspension.

21 11. SUSPENSION AND/OR TERMINATION.

22 11.1. ICTC retains the right to terminate this Agreement for any reason by notifying
23 CONSULTANT in writing seven (7) days prior to termination and by paying the compensation due and
24 payable to the date of termination; provided, however, if this Agreement is terminated for fault of
25 CONSULTANT, ICTC shall be obligated to compensate CONSULTANT only for that portion of
26 CONSULTANT's services which have been performed in accordance with the terms and conditions of this
27 Agreement. Said compensation is to be arrived at by mutual agreement between ICTC and
28 CONSULTANT; should the Parties fail to agree on said compensation, an independent arbitrator shall be

1 appointed and the decision of the arbitrator shall be binding upon the Parties.

2 11.2. Upon such termination, CONSULTANT shall immediately turn over to ICTC any and all
3 copies of videotapes, studies, sketches, drawings, computations and other data, whether or not completed,
4 prepared by CONSULTANT in connection with this Agreement. Such materials shall become the
5 permanent property of ICTC.

6 12. INSPECTION.

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

12 13. OWNERSHIP OF MATERIALS.

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

16 14. INTEREST OF CONSULTANT.

17 14.1. CONSULTANT covenants that it presently has no interest, and shall not acquire any
18 interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the
19 performance of the services hereunder.

20 14.2. CONSULTANT covenants that, in the performance of this Agreement, no sub-contractor or
21 person having such an interest shall be employed.

22 14.3. CONSULTANT certifies that no one who has or will have any financial interest pursuant to
23 this Agreement is an officer or employee of ICTC.

24 15. INDEMNIFICATION.

25 A. Indemnity for Professional Services. To the furthest extent allowed by law, Consultant
26 shall indemnify, hold harmless and defend ICTC and its members, board members, officers, officials,
27 employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and
28 damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at

1 any time and property damage), and from any and all claims, demands and actions in law or equity
2 (including reasonable attorney's fees and litigation expenses) that arise out of, pertain to, or relate to the
3 negligence, recklessness or willful misconduct of Consultant, its principals, officers, employees, agents
4 or volunteers in the performance of professional services under this Agreement.

5 B. Other Indemnities. Other than in the performance of professional services, and to the
6 fullest extent allowed by law, Consultant shall indemnify, hold harmless and defend ICTC and its
7 members, board members, officers, officials, employees, agents and volunteers from any and all loss,
8 liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability,
9 including but not limited to personal injury, death at any time and property damage), and from any and
10 all claims, demands and actions in law or equity (including reasonable attorney's fees and litigation
11 expenses) arising or alleged to have arisen directly or indirectly out of performance of this Agreement.
12 Consultant's obligations under the preceding sentence shall apply regardless of whether ICTC or any of
13 its members, board members, officers, officials, employees, agents or volunteers are negligent, but shall
14 not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross
15 negligence, or caused by the willful misconduct, of ICTC, or any of its members, board members,
16 officers, officials, employees, agents or volunteers.

17 C. If Consultant should subcontract all or any portion of the services to be performed under
18 this Agreement, Consultant shall require each subcontractor to indemnify, hold harmless and defend
19 ICTC and its members, board members, officers, officials, employees, agents and volunteers in
20 accordance with the terms of the preceding paragraphs.

21 D. This section shall survive termination or expiration of this Agreement.

22 16. INDEPENDENT CONTRACTOR.

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

26 16.1. CONSULTANT is not an employee or agent of ICTC and is only responsible for the
27 requirements and results specified by this Agreement or any other agreement.
28

1 16.2. CONSULTANT shall be responsible to ICTC only for the requirements and results
2 specified by this Agreement and except as specifically provided in this Agreement, shall not be subject
3 to ICTC's control with respect to the physical actions or activities of CONSULTANT in fulfillment of
4 the requirements of this Agreement.

5 16.3. CONSULTANT is not, and shall not be, entitled to receive from, or through, ICTC, and
6 ICTC shall not provide, or be obligated to provide, CONSULTANT with Worker's Compensation
7 coverage or any other type of employment or worker insurance or benefit coverage required or provided
8 by any Federal, State or local law or regulation for, or normally afforded to, an employee of ICTC.

9 16.4. CONSULTANT shall not be entitled to have ICTC withhold or pay, and ICTC shall not
10 withhold or pay, on behalf of CONSULTANT, any tax or money relating to the Social Security Old Age
11 Pension Program, Social Security Disability Program, or any other type of pension, annuity, or disability
12 program required or provided by any Federal, State or local law or regulation.

13 16.5. CONSULTANT shall not be entitled to participate in, or receive any benefit from, or
14 make any claim against any ICTC fringe program, including, but not limited to, ICTC's pension plan,
15 medical and health care plan, dental plan, life insurance plan, or any other type of benefit program, plan,
16 or coverage designated for, provided to, or offered to ICTC's employee.

17 16.6. ICTC shall not withhold or pay, on behalf of CONSULTANT, any Federal, State, or local
18 tax, including, but not limited to, any personal income tax, owed by CONSULTANT.

19 16.7. CONSULTANT is, and at all times during the term of this Agreement, shall represent
20 and conduct itself as an independent contractor, not as an employee of ICTC.

21 16.8. CONSULTANT shall not have the authority, express or implied, to act on behalf of, bind
22 or obligate ICTC in any way without the written consent of ICTC.

23 17. INSURANCE.

24 Throughout the life of this Agreement, Consultant shall pay for and maintain in full force and
25 effect all policies of insurance required hereunder with an insurance company(ies) either (i) admitted by
26 the California Insurance Commissioner to do business in the State of California and rated not less than
27 "A- VII" in Best's Insurance Rating Guide, or (ii) as may be authorized in writing by ICTC's Executive
28

1 Director or his/her designee at any time and in his/her sole discretion. The following policies of
2 insurance are required:

3 (i) COMMERCIAL GENERAL LIABILITY insurance which shall be at least as broad as the
4 most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form
5 CG 00 01 and include insurance for “bodily injury,” “property damage” and “personal and advertising
6 injury” with coverage for premises and operations (including the use of owned and non-owned
7 equipment), products and completed operations, and contractual liability (including, without limitation,
8 indemnity obligations under the Agreement) with limits of liability of not less than the following:

9 \$2,000,000 per occurrence for bodily injury and property damage

10 \$1,000,000 per occurrence for personal and advertising injury

11 \$4,000,000 aggregate for products and completed operations

12 \$4,000,000 general aggregate

13 (ii) COMMERCIAL AUTOMOBILE LIABILITY insurance which shall be at least as broad as
14 the most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01,
15 and include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code
16 1 - Any Auto) with limits of liability of not less than \$2,000,000 per accident for bodily injury and
17 property damage.

18 (iii) WORKERS' COMPENSATION insurance as required under the California Labor Code.

19 (iv) EMPLOYERS' LIABILITY insurance with limits of liability of not less than \$1,000,000
20 each accident, \$1,000,000 disease policy limit and \$1,000,000 disease each employee.

21 (v) PROFESSIONAL LIABILITY (Errors and Omissions) insurance appropriate to
22 Consultant's profession, with limits of liability of \$2,000,000 per claim/occurrence and \$2,000,000
23 policy aggregate.

24 In the event Consultant purchases an Umbrella or Excess insurance policy(ies) to meet the
25 minimum limits of insurance set forth above, this insurance policy(ies) shall “follow form” and afford
26 no less coverage than the primary insurance policy(ies).

27 Consultant shall be responsible for payment of any deductibles contained in any insurance policies
28 required hereunder and Consultant shall also be responsible for payment of any self-insured retentions.

1 Any deductibles or self-insured retentions must be declared to, and approved by, the ICTC's Executive
2 Director or his/her designee in his/her sole discretion. At the option of the ICTC's Executive Director or
3 his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured
4 retentions as respects ICTC, its members, board members, officers, officials, employees and agents; or
5 (ii) Consultant shall provide a financial guarantee, satisfactory to the ICTC's Executive Director or
6 his/her designee in his/her sole discretion, guaranteeing payment of losses and related investigations,
7 claim administration and defense expenses. At no time shall ICTC be responsible for the payment of
8 any deductibles or self-insured retentions.

9 All policies of insurance required hereunder shall be endorsed to provide that the coverage shall
10 not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar day written
11 notice has been given to ICTC. Upon issuance by the insurer, broker, or agent of a notice of
12 cancellation, non-renewal, or reduction in coverage or in limits, Consultant shall furnish ICTC with a
13 new certificate and applicable endorsements for such policy(ies). In the event any policy is due to
14 expire during the work to be performed for ICTC, Consultant shall provide a new certificate, and
15 applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the
16 expiration date of the expiring policy.

17 The General Liability and Automobile Liability insurance policies shall be written on an
18 occurrence form. The General Liability (including ongoing operations and completed operations) and
19 Automobile Liability insurance policies shall name ICTC, its members, board members, officers,
20 officials, employees and agents as an additional insured. All such policies of insurance shall be
21 endorsed so Consultant's insurance shall be primary and no contribution shall be required of ICTC, its
22 members, board members, officers, officials, employees, agents or volunteers. The coverage(s) shall
23 contain no special limitations on the scope of protection afforded to ICTC, its members, board members,
24 officers, officials, employees and agents. The Workers' Compensation insurance policy shall contain a
25 waiver of subrogation as to ICTC, its members, board members, officers, employees, agents and
26 volunteers. Should Consultant maintain insurance with broader coverage and/or limits of liability
27 greater than those shown above, ICTC requires and shall be entitled to the broader coverage and/or the
28

1 higher limits of liability maintained by Consultant. Any available insurance proceeds in excess of the
2 specified minimum limits of insurance and coverage shall be available to ICTC.

3 If the Professional Liability (Errors and Omissions) insurance policy is written on a claims-made
4 coverage form:

5 (i) The retroactive date must be shown, and must be before the effective date of this Agreement
6 or the commencement of work by Consultant.

7 (ii) Insurance must be maintained and evidence of insurance must be provided for at least 5
8 years after completion of the work or termination of the Agreement, whichever first occurs.

9 (iii) If coverage is canceled or non-renewed, and not replaced with another claims-made policy
10 form with a retroactive date prior to the effective date of the Agreement, or work commencement date,
11 Consultant must purchase extended reporting period coverage for a minimum of 5 years after
12 completion of the work or termination of the Agreement, whichever first occurs.

13 (iv) A copy of the claims reporting requirements must be submitted to ICTC for review.

14 (v) These requirements shall survive expiration or termination of the Agreement.

15 Consultant shall furnish ICTC with all certificate(s) and applicable endorsements effecting
16 coverage required hereunder. **All certificates and applicable endorsements are to be received and**
17 **approved by ICTC's Executive Director or his/her designee in his/her sole discretion prior to**
18 **ICTC's execution of the AGREEMENT and before work commences.** Upon request of ICTC,
19 Consultant shall immediately furnish ICTC with a complete copy of any insurance policy required under
20 this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and
21 correct copy of the original policy. This requirement shall survive expiration or termination of this
22 Agreement.

23 If at any time during the life of the Agreement or any extension, Consultant or any of its sub-
24 Consultants fail to maintain any required insurance in full force and effect, all work under this
25 Agreement shall be discontinued immediately, until notice is received by ICTC that the required
26 insurance has been restored to full force and effect and that the premiums therefore have been paid for a
27 period satisfactory to ICTC. Any failure to maintain the required insurance shall be sufficient cause for
28

1 ICTC to terminate this Agreement. No action taken by ICTC hereunder shall in any way relieve
2 Consultant of its responsibilities under this Agreement.

3 The fact that insurance is obtained by Consultant shall not be deemed to release or diminish the
4 liability of Consultant, including, without limitation, liability under the indemnity provisions of this
5 Agreement. The duty to indemnify ICTC shall apply to all claims and liability regardless of whether any
6 insurance policies are applicable. The policy limits do not act as a limitation upon the policy limits do
7 not act as a limitation upon the amount of indemnification to be provided by Consultant. Approval or
8 purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the
9 liability of Consultant, its principals, officers, agents, employees, persons under the supervision of
10 Consultant, vendors, suppliers, invitees, sub-Consultants, or anyone employed directly or indirectly by
11 any of them.

12 If Consultant should subcontract all or any portion of the services to be performed under this
13 Agreement, Consultant shall require each sub-Consultant to provide insurance protection in favor of
14 ICTC, its members, board members, officers, officials, employees, agents and volunteers in accordance
15 with the terms of each of the preceding paragraphs, except that the sub-Consultant's certificates and
16 endorsements shall be on file with Consultant and ICTC prior to the commencement of any work by the
17 sub-Consultant.

18 18. ASSIGNMENT.

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

22 19. NON-DISCRIMINATION.

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

1 the Fair Employment Housing Commission implementing Government Code §12900 set forth in
2 Chapter 5 of Division 4 of Title 2 of the California Administrative Code are incorporated into this
3 Agreement by reference and made a part hereof as if set forth in full. CONSULTANT shall abide by the
4 Federal Civil Rights Act of 1964 and all amendments thereto, and all administrative rules and
5 regulations issued pursuant to said Act. CONSULTANT shall also abide by the American Disabilities
6 Act and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act.
7 CONSULTANT shall give written notice of its obligations under this clause to labor organizations with
8 which it has a collective bargain or other agreement. CONSULTANT shall include the non-
9 discrimination and compliance provision of this paragraph in all subcontracts to perform work pursuant
10 to this Agreement.

11 20. NOTICES AND REPORTS.

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

14 **ICTC**

15 Attn: Executive Director
16 Imperial County Transportation Commission
17 1503 N. Imperial Ave., Ste 104
El Centro, CA 92243

CONSULTANT

Attn: Project Manager
Argelia M. Gaddis
755 West Evan Hewes Hwy
El Centro, CA 92243

18 20.2. All notices and reports pursuant to this Agreement may be given by personal delivery or
19 by mailing by certified mail at such other address as either Party may designate in a notice to the other
20 Party given in such manner.

21 20.3. Any notice given by mail shall be considered given when deposited in the United States
22 Mail, postage prepaid, addressed as provided herein.

23 21. ENTIRE AGREEMENT.

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

27 ///

28 ///

1 22. MODIFICATION.

2 No modification, waiver, amendment, discharge, or change of this Agreement shall be valid
3 unless the same is in writing and signed by both parties.

4 23. PARTIAL INVALIDITY.

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

8 24. GENDER AND INTERPRETATION OF TERMS AND PROVISIONS.

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

16 25. WAIVER.

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

20 26. CHOICE OF LAW.

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

24 27. ATTORNEY'S FEES.

25 If either Party herein brings an action to enforce the terms thereof or declare rights hereunder,
26 each Party in any such action, on trial or appeal, shall bear its own attorney's fees and costs.

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1 28. AUTHORITY.

2 Each individual executing this Agreement on behalf of CONSULTANT represents and warrants
3 that:

4 28.1. He/She is duly authorized to execute and deliver this Agreement on behalf of
5 CONSULTANT;

6 28.2. Such execution and delivery is in accordance with the terms of the Articles of
7 Incorporation or Partnership, any by-laws or Resolutions of CONSULTANT and;

8 28.3. This Agreement is binding upon CONSULTANT accordance with its terms.

9 29. COUNTERPARTS.

10 This Agreement may be executed in counterparts.

11 30. REVIEW OF AGREEMENT TERMS.

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

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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 Chair

7 **ATTEST:**

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9 _____
10 **CRISTI LERMA**
11 Secretary to the Commission

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CONSULTANT:

By: _____
ARGELIA M. GADDIS

APPROVED AS TO FORM:
COUNTY COUNSEL

By: _____
Eric Havens
Deputy County Counsel

**Argelia M. Gaddis
Proposed Work Plan
FY 2018-19 & FY 2019-20**

Table of Contents

A. WORKPLAN 1
B. SCHEDULE 2
C. COST PROPOSAL 2

A. WORK PLAN

Argelia M. Gaddis is very pleased to submit this proposed work plan to the Imperial County Transportation Commission (ICTC) to provide on-call human resource/risk management consultant services for Fiscal Years 2018-19 and 2019-20, starting May 1, 2018 and ending June 30, 2020.

Argelia M. Gaddis would be the project lead for all tasks described in this proposal. Ms. Gaddis would not be removed or replaced during the contract period without prior written concurrence from ICTC. Subcontractors will not be utilized. Upon contract award, Ms. Gaddis will work with ICTC executive management to develop task priorities and subsequently at the beginning of each month to confirm task priorities. Invoices can be submitted to ICTC on a monthly basis for task's worked on or completed and the work hours associated with each task.

The Scope of Work is presented below.

TASK 1: Review and Update Hiring Methods and Personnel Policies and Procedures

Argelia M. Gaddis will assist ICTC staff to review and update ICTC's Hiring Methods and Personnel Procedures to include but not limited to:

- Review and update all ICTC job descriptions
- Review and update personnel benefit plans and retirement program descriptions
- Create all new Personnel Manual for FY 2020/21
- Review and update recruitment/hiring methods and procedures
- Review current organizational operations and processes and propose recommendations
- Provide staff support as necessary for any new recruitment/hiring efforts

TASK 2: Finalize Internship/Volunteer Program Policy and Procedures

Review recent drafts prepared by ICTC Counsel and staff for the Program's policies and procedures to finalize the program's policies and procedures.

- Coordinate with staff to complete the program's policies and procedures and to incorporate as an appendix to the Personnel Policies and Procedures

TASK 3: Review and Update Performance Evaluation and Coaching/Disciplinary Procedures

Review existing procedures provide management with recommendations for program improvements.

- Provide advisory support to ICTC management for disciplinary/adverse actions; disability or workers compensation claims; and risk management
- Attend ICTC and related meetings as necessary

B. SCHEDULE

Project Start: May 1, 2019; Project End: June 30, 2020 (1 Years, 2 mo.)

Task	Total Hours	FY18-19 Hours	FY19-20 Hours
1	190.0	42.0	148.0
2	50.0	0	50.0
3	42.0	0	42.0
Total	282.0	42.0	240.0

C. COST PROPOSAL

FY 2018-19: \$95.00 per hour (fully-loaded hourly rate)

42.0 Hours X \$95.00/hour = \$3,990.00

FY 2019-20: \$95.00 per hour (fully-loaded hourly rate)

240.0 Hours X \$95.00/hour = \$22,800.00

TOTAL = \$26,790.00 over two years.

VI. ACTION CALENDAR

E. ICTC OWP AND BUDGET FY 2018-19, AMENDMENT #1



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

April 16, 2019

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

SUBJECT: ICTC Overall Work Program (OWP) and Budget FY 2018-2019
Amendment #1

Dear Commission Members:

The Fiscal Year (FY) 2018/2019 Imperial County Transportation Commission (ICTC) Overall Work Plan (OWP) and Budget was presented and approved by the Commission on June 27, 2018. However, the budget did not include expense for professional Human Resource services.

ICTC staff are requesting that a budget amendment be created to record the HR Consultant project revenue and expense for the first year of the project, with an anticipated total of \$3,990.

Attachment A illustrates the requested Budget Amendment #1. There are no changes in the Regional Transportation Planning Budget or Regional Collaboration at this time. The result is an overall increase in revenue and expenses by 0.02%, or from \$18,266,095 to \$18,270,085. The changes are summarized as follows:

Revenue Account 1. Increase to on hand/interest revenue (row Q) 7416001-430000

Expenditure Account 1. Increase to Professional and Spec Services (row CC) 7416001-525010

Due to time constraints the, ICTC Executive Director forwards this item to the Commission for review and approval pending the receipt of public comment if any:

1. Approve the FY 2018-19 Overall Work Program and Transit Finance Plan Budget Amendment #1

Sincerely,

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

MARK BAZA
Executive Director

MB/ksw/cl

Attachment

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

FY 2018-19 OWP DETAILED FUNDING SOURCES WITH BUDGET COMPARISON

					Budget	Amend 1	
					FY 2018-19	FY 2018-19	%
1	2	3	4	5	8	8	9
REVENUES							
<u>FEDERAL</u>							
A	FTA SEC 5307 (Urban)				\$3,399,885	\$3,399,885	0.0%
B	FTA SEC 5309 - Imperial Transfer Terminal				\$747,000	\$747,000	0.0%
C	FTA SEC 5310 Regional Mobility Management				\$110,976	\$110,976	0.0%
D	FTA SEC 5311 (Rural) - Rural Transit Services				\$248,768	\$248,768	0.0%
E	EPA - Brownfields				\$288,000	\$288,000	0.0%
F	CMAQ				\$491,852	\$491,852	0.0%
G				SUBTOTAL	\$5,286,481	\$5,286,481	0.0%
<u>STATE</u>							
H	TDA - LOCAL TRANSPORTATION FUND (LTF)				\$6,300,000	\$6,300,000	0.0%
I	TDA - STATE TRANSIT ASSISTANCE (STA)				\$916,683	\$916,683	0.0%
J	STIP- PLANNING, PROGRAMMING & MONITORING (PPM)				\$300,000	\$300,000	0.0%
K	STATE - LOW CARBON TRANSIT OPS PROGRAM				\$282,737	\$282,737	0.0%
L	PUC - Broadband				\$120,000	\$120,000	0.0%
M	PROP 1B - PTMISEA				\$186,250	\$186,250	0.0%
N	PROP 1B - CTSGP				\$475,384	\$475,384	0.0%
O				SUBTOTAL	\$8,581,054	\$8,581,054	0.0%
<u>LOCAL</u>							
P	FARE REVENUE				\$1,150,980	\$1,150,980	0.0%
Q	ON HAND/INTEREST				\$632,115	\$636,105	0.6%
R	LOCAL TRANSPORTATION AUTHORITY (LTA) 2% transit set a side				\$440,000	\$440,000	0.0%
S	LOCAL TRANSPORTATION AUTHORITY (LTA) 5% set a side				\$2,037,965	\$2,037,965	0.0%
T	SCAG/MEMBER AGENCY CONTRIBUTIONS				\$137,500	\$137,500	0.0%
U				SUBTOTAL	\$4,398,560	\$4,402,550	0.1%
V	TOTAL				\$18,266,095	\$18,270,085	0.02%
EXPENDITURES							
W	REGIONAL TRANSIT				\$7,410,812	\$7,410,812	0.0%
X	LOCAL TRANSIT				\$1,855,880	\$1,855,880	0.0%
Y	TRANSIT CAPITAL (vehicle prcmt)				\$236,026	\$236,026	0.0%
Z	TRANSIT CAPITAL (construction)				\$3,346,447	\$3,346,447	0.0%
AA	TRANSIT (maintenance)				\$220,000	\$220,000	0.0%
BB	TRANSIT / PLANNING (miscellaneous)				\$1,243,349	\$1,243,349	0.0%
CC	ADMINISTRATION AND PLANNING				\$2,425,519	\$2,429,509	0.2%
DD	REGIONAL COLLABORATION				\$408,000	\$408,000	0.0%
EE	TRANSIT CAPITAL (fleet reserve)				\$931,063	\$931,063	0.0%
FF	REVENUE STABILIZATION/ OPERATING RESERVES				\$0	\$0	0.0%
GG	BIKES AND PEDS Art 3				\$189,000	\$189,000	0.0%
HH	TOTAL				\$18,266,095	\$18,270,085	0.02%

FY 2018-19 PRIOR YEAR BUDGET COMPARISON - ADMINISTRATION, OPERATIONS AND PLANNING

AMEND 1

					TRANSIT	TRANSIT				PLANNING	PLANNING				REGIONAL	REGIONAL				TOTAL FY	TOTAL FY				
					FY 17-18	FY 18-19	%	FY 17-18	FY 18-19	%	FY 17-18	FY 18-19	%	COLLABORATION	COLLABORATION	%	FY 17-18	FY 18-19	%	17-18	18-19	%			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17									
REVENUES																									
A	430000	On hand balance / interest revenue			\$ 571,831	\$ 369,597	-35%	\$ 209,332	\$ 202,900	-3%	\$ -	\$ -		\$ 781,163	\$ 572,497	-27%									
B	446010	State Aid Other - TDA (LTF)			\$ 882,101	\$ 1,217,249	38%	\$ -	\$ 91,286		\$ -	\$ -		\$ 882,101	\$ 1,308,535	48%									
C	446445	State - STIP-PPM			\$ -	\$ -		\$ 300,000	\$ 300,000	0%	\$ -	\$ -		\$ 300,000	\$ 300,000	0%									
C	456040	FTA 5310 Mobility Coordination Program			\$ 104,977	\$ 110,976	6%	\$ -	\$ -		\$ -	\$ -		\$ 104,977	\$ 110,976	6%									
D	456040	EPA - Brownfields Assessment			\$ -	\$ -		\$ -	\$ -		\$ 300,000	\$ 288,000	-4%	\$ 300,000	\$ 288,000	-4%									
E	446010	PUC - Broadband			\$ -	\$ -		\$ -	\$ -		\$ 150,000	\$ 120,000	-20%	\$ 150,000	\$ 120,000	-20%									
F	493000	Local - Member Agency Contributions, SCAG Reimb and Reimbursement for Services Provided			\$ 25,000	\$ 17,500	-30%	\$ 143,332	\$ 120,000	-16%	\$ -	\$ -		\$ 168,332	\$ 137,500	-18%									
G Total Revenues					\$ 1,583,909	\$ 1,715,322	8%	\$ 652,664	\$ 714,186	9%	\$ 450,000	\$ 408,000	-9%	\$ 2,686,573	\$ 2,837,508	6%									
EXPENDITURES																									
Administration and Operations																									
H	501000 / 525010	Administrative Staffing and Support - 10 fulltime (1 shared w SCAG & 1 planner recruitment)			\$ 656,207	\$ 734,619	12%	\$ 304,296	\$ 331,265	9%	\$ 8,360	\$ 8,360	0%	\$ 968,863	\$ 1,074,244	11%									
I	501140	Stipend			\$ -	\$ 7,200	0%	\$ -	\$ 4,800		\$ -	\$ -		\$ -	\$ 12,000										
J	517055	Insurance - Liability			\$ 71,000	\$ 78,000	10%	\$ 15,000	\$ 17,500	17%	\$ -	\$ -		\$ 86,000	\$ 95,500	11%									
K	522000	Memberships, office exp, communications, IT, fuel and maint			\$ 39,900	\$ 36,100	-10%	\$ 24,850	\$ 22,545	-9%	\$ 6,300	\$ 1,800	-71%	\$ 71,050	\$ 60,445	-15%									
L	526000	Legal notices, interpretive services			\$ 4,000	\$ 4,000	0%	\$ 600	\$ 600	0%	\$ -	\$ -		\$ 4,600	\$ 4,600	0%									
M	528000	Rents, leases and utilities			\$ 57,432	\$ 63,559	11%	\$ 25,851	\$ 34,923	35%	\$ -	\$ -		\$ 83,283	\$ 98,482	18%									
N	530005	Regional Plans/Project Coordination, Webinars, Sp Dept Exp			\$ 4,500	\$ 4,500	0%	\$ 4,500	\$ 5,000	11%	\$ -	\$ -		\$ 9,000	\$ 9,500	6%									
O	531040	Training/Travel Expense			\$ 25,000	\$ 25,000	0%	\$ 22,000	\$ 22,000	0%	\$ 2,000	\$ 1,400	-30%	\$ 49,000	\$ 48,400	-1%									
P	549000	Equipment - Computerized Dispatch, office computer replacement & conference room table and technology upgrades			\$ 8,000	\$ 62,000	675%	\$ 4,000	\$ 25,600	540%	\$ -	\$ -		\$ 12,000	\$ 87,600	630%									
Q Administration and Operations Subtotal					\$ 866,039	\$ 1,014,978	17%	\$ 401,096	\$ 464,233	16%	\$ 16,660	\$ 11,560	-31%	\$ 1,283,796	\$ 1,490,771	16%									
Professional and Specialized Projects and Services																									
R	525010	Legal Services and Consultation			\$ 7,500	\$ 7,500	0%	\$ 7,500	\$ 7,500	0%	\$ -	\$ -		\$ 15,000	\$ 15,000	0%									
S	525010	Payroll Vendor Fees			\$ 7,500	\$ 8,300	11%	\$ 7,500	\$ 8,300	11%	\$ -	\$ -		\$ 15,000	\$ 16,600	11%									
T	525010	Website Consultation (www.imperialctc.org)			\$ 520	\$ 600	15%	\$ 515	\$ 600	17%	\$ -	\$ -		\$ 1,035	\$ 1,200	16%									
U	525065	COI Overhead Treasurer, Auditor Controller GSA			\$ 7,500	\$ 7,500	0%	\$ 250	\$ 250	0%	\$ -	\$ -		\$ 7,750	\$ 7,750	0%									
V	525010	HR consultant services			\$ 2,500	\$ 3,990	60%	\$ 2,500	\$ -	-100%	\$ -	\$ -		\$ 5,000	\$ 3,990	-20%									
W	525090	CPA/auditors (external)			\$ 114,277	\$ 125,605	10%	\$ 8,303	\$ 8,303	0%	\$ 26,000	\$ 18,000	-31%	\$ 148,580	\$ 151,908	2%									
X	525030	PM, Engineering Review and Support			\$ 20,000	\$ 50,000	150%	\$ -	\$ -		\$ -	\$ -		\$ 20,000	\$ 50,000	150%									
Y	525010	Transit Operator Drug and Alcohol Audits			\$ 12,000	\$ 12,000	0%	\$ -	\$ -		\$ -	\$ -		\$ 12,000	\$ 12,000	0%									
Z		Subtotal			\$ 171,797	\$ 215,495	25%	\$ 26,568	\$ 24,953	-6%	\$ 26,000	\$ 18,000	-31%	\$ 224,365	\$ 258,448	15%									
AA	525010	2017 IVT Bus Stop Inventory (Phase III)			\$ 150,000	\$ 60,490	-60%	\$ -	\$ -		\$ -	\$ -		\$ 150,000	\$ 60,490	-60%									
BB	525010	IVT Maintenance Audit (2nd of 3 year)			\$ 14,242	\$ 14,242	0%	\$ -	\$ -		\$ -	\$ -		\$ 14,242	\$ 14,242	0%									
CC	525010	2017 Update to the Short Range Transit Plan (SRTP)			\$ 150,000	\$ 80,066	-47%	\$ -	\$ -		\$ -	\$ -		\$ 150,000	\$ 80,066	-47%									
DD	525010	2017 IVT Bus Operations Facility Eval			\$ 231,831	\$ 180,051	-22%	\$ -	\$ -		\$ -	\$ -		\$ 231,831	\$ 180,051	-22%									
EE	525010	2018 Regional Transit Fare Analysis			\$ -	\$ 150,000		\$ -	\$ -		\$ -	\$ -		\$ -	\$ 150,000	150%									
FF	525010	Consultant - Engineering & Contract Labor			\$ -	\$ -		\$ -	\$ -		\$ 307,980	\$ 307,980	0%	\$ 307,980	\$ 307,980	0%									
GG	525010	IVEDC Grant Administrative Support			\$ -	\$ -		\$ -	\$ -		\$ 99,360	\$ 70,460	-29%	\$ 99,360	\$ 70,460	-29%									
HH	525010	STIP / RTIP Consultant			\$ -	\$ -		\$ 25,000	\$ 25,000		\$ -	\$ -		\$ 25,000	\$ 25,000	0%									
II	525010	2018 Long Range Transportation Plan			\$ -	\$ -		\$ 200,000	\$ 200,000		\$ -	\$ -		\$ 200,000	\$ 200,000	0%									
JJ		Subtotal			\$ 546,073	\$ 484,849	-11%	\$ 225,000	\$ 225,000	0%	\$ 407,340	\$ 378,440	-7%	\$ 1,178,413	\$ 1,088,289	-8%									
KK Professional and Specialized Projects and Services Subtotal					\$ 717,870	\$ 780,344	-2%	\$ 251,568	\$ 249,953	-1%	\$ 433,340	\$ 396,440	-9%	\$ 1,402,778	\$ 1,346,737	-4%									
LL Total Expenditures					\$ 1,583,909	\$ 1,715,322	8%	\$ 652,664	\$ 714,186	9%	\$ 450,000	\$ 408,000	-9%	\$ 2,686,574	\$ 2,837,508	6%									