



**1503 N. IMPERIAL AVENUE, SUITE 104  
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**TRANSPORTATION COMMISSION  
AGENDA**

**WEDNESDAY, MAY 22, 2019  
6:00 PM**

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

**CHAIR: ROBERT AMPARANO**

**VICE CHAIR: GEORGE NAVA**

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

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

**II. EMERGENCY ITEMS**

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

**III. PUBLIC COMMENTS**

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

**IV. CONSENT CALENDAR**

(Executive Director recommends approval of consent calendar items)

- A. Approval of the ICTC Commission Draft Minutes: April 24, 2019 Pages 5-20
- B. Receive and File:
- 1. ICTC Management Committee Draft Minutes: May 15, 2019
  - 2. ICTC TAC Minutes: April 4, 2019
  - 3. ICTC SSTAC Minutes: April 3, 2019
- C. Extension of the Transit Drug and Alcohol Auditor Agreement, LPM and Associates, FY 2019-20 through FY 2020-21 Page 22

The Management Committee met on May 15, 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 two-year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of LPM and Associates for the not to exceed annual fee of \$12,000 effective November 1, 2019 through November 30, 2021

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

- D. Request to Authorize travel for an ICTC Commission Member to attend the CalCOG Board Meeting on May 29, 2019 Page 27

The Management Committee met on May 15, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Approve travel for Commissioner Cheryl Viegas-Walker to attend the CALCOG Board Meeting on May 29, 2019 for an estimated expenditure amount of \$250.00

- E. Legal Services Agreement – County of Imperial – Imperial County Transportation Commission (ICTC) FY 2019-20to FY 2020-21 Page 29

The Management Committee met on May 15, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Authorize the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual fee not to exceed \$20,000, effective July 1, 2019 through June 30, 2021.
2. Direct staff to forward the agreement to the County of Imperial.

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

- A. ICTC Executive Director
  - See attached Executive Director Report on page 35
- B. Southern California Association of Governments
  - See attached report on page 52
- C. California Department of Transportation – District 11
  - See attached report on page 58
- D. Commission Member Reports (if any)

#### VI. **ACTION CALENDAR**

- A. 2019 Public Transit Fare Analysis – Award Recommendation Page 77

The Management Committee met on May 15, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Approve the award of the Agreement for the 2019 Public Transit Fare Analysis to AECOM in the amount of \$149,379.
2. Authorize the Chairperson to sign the agreement.

#### VII. **INFORMATION CALENDAR**

- A. Mobility Coordination Project Update - Federal Transit Administration (FTA) Section 5310 Grant Program for Elderly and Disabled Transportation Services Page 99

#### VIII. **CLOSED SESSION**

- A. Motion to Adjourn to Closed Session
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code § 54957  
Title: ICTC Executive Director
- C. CONFERENCE WITH LABOR NEGOTIATORS (Government Code § 54957.6)  
Agency Designated Representative: Eric Havens  
Unrepresented Employee: Executive Director

- D. Announcement of Closed Session Action(s)

**IX. MEETING DATE AND PLACE**

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, June 26, 2019 at 6:00 p.m.**, at the **County of Imperial Board Chambers**, at 940 W. Main Street, El Centro, CA.

**X. ADJOURNMENT**

- A. Motion to adjourn

# IV. CONSENT CALENDAR

A. APPROVAL OF ICTC COMMISSION DRAFT  
MINUTES:  
APRIL 24, 2019

B. RECEIVE AND FILE :

1. ICTC MANAGEMENT COMMITTEE DRAFT  
MINUTES:  
MAY 15, 2019

2. ICTC TAC MINUTES:  
APRIL 4, 2019

3. ICTC SSTAC MINUTES:  
APRIL 3, 2019

**IMPERIAL COUNTY TRANSPORTATION COMMISSION****DRAFT MINUTES FOR April 24, 2019****6:00 p.m.****VOTING MEMBERS PRESENT:**

City of Calipatria	Maria Nava-Froelich
City of Calexico	Lewis Pacheco
City of Brawley	George Nava
City of Imperial	Robert Amparano (Chair)
County of Imperial	Luis Plancarte
City of Westmorland	Ana Beltran

**NON-VOTING MEMBERS PRESENT:** Caltrans District 11 Ann Fox

**STAFF PRESENT:** Mark Baza, Kathi Williams, Vicky Hernandez, Michelle Bastidas, Virginia Mendoza

**OTHERS PRESENT:** David Salgado: SCAG, Eric Havens: County Counsel, Jesus Vargas: Caltrans, Gerard Chadergian: Caltrans, Helio Sanchez, Jose Guillen: First Transit, A.J. Gaddis, William Roller: I.V. Press.

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held Wednesday, April 24, 2019 together with staff reports and related documents attached thereto and incorporated therein by reference.

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

[Chair Amparano](#) called the Commission meeting to order at 6:03 p.m. Roll call was taken and a quorum was present.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

There were none.

**IV. CONSENT CALENDAR**

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

A. Approved of the ICTC Commission Draft Minutes: March 27, 2019

B. Received and Filed:

- |    |  |                   |
|----|--|-------------------|
| 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

1. Authorized 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.

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

Mr. Baza had the following announcements:

- Asked members of the commission to please “Save the Date” for the FY 2019-2020 ICTC Budget Workshop on May 22, 2019 at 4 p.m., to be held at the County of Imperial Administration Center, Conference Room C & D in El Centro.
- The 5<sup>th</sup> Annual Imperial Valley Economic Summit and General Assembly will be held on May 30, 2019 at the Old Eucalyptus Schoolhouse. Registration is now open and can be accessed at [tinyurl.com/ESGA2019](http://tinyurl.com/ESGA2019). This year our guest 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”.
- ICTC staff submitted the 2018 State Transportation Improvement Plan to the CTC on December 15, 2017 for the I-8/ Imperial Avenue Interchange Reconstruction project. 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.
- Ms. Virginia Mendoza announced there was a Public Workshop on 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. to inform the public of the details regarding the additional traffic circulation changes necessary to access the Calexico West POE. The changes will begin in June 2019.
- Mr. Baza stated that a meeting will be held on April 23, 2019 at the ICTC office to review the 65% design regarding the State Route 86 (North end) Border Patrol Checkpoint project.

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

Mr. Salgado had the following announcements:

- SCAG will be supporting AB 335. It is on the Legislative Committee for review and potential support.
- Following an extensive search from the SCAG Committee, Kome Ajise was appointed the new SCAG Executive Director at the April 4<sup>th</sup> 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. He was previously a Deputy Director at Caltrans.
- 2019 SCAG 54<sup>th</sup> Regional Conference and General Assembly will convene on May 1-3 at the JW Marriott Desert Springs Resort & Spa in Palm Desert, CA.
- SCAG will be hosting an Imperial County CONNECT SOCAL 2020-2045 RTP-SCS Workshop on Monday, June 3<sup>rd</sup> from 4:00pm to 7:00 pm at the El Centro Regional Medical Center (ECRMC) Event Center at the Imperial Valley Mall, 34151 Dogwood Rd., El Centro, CA 92243. Please contact Imperial County Regional Affairs Officer (RAO) David Salgado at (760) 457-6930 with any questions.
- SCAG scholarship applications are due this coming Friday (4/26/19).

**C. California Department of Transportation (Caltrans)**

Ms. Fox had the following announcements:

- Ms. Viegas-Walker inquired about the sign on Dogwood Rd. Ms. Fox stated that Caltrans is currently working with the local Caltrans maintenance crew to get it installed.
- Caltrans maintenance crew is working on the pad for the additional parking at the CHP station in Imperial.

- The Imperial County limits signs have been installed on Hwy. 86, 111 and 78.
- In 2018 Caltrans had 5 deaths in the work zone for District 11. Caltrans Director Laurie Berman announced that there will be incentives developed to improve the safety of employees, such as improved CHP presence, double fines in work zones.
- Mrs. Nava-Froelich asked if something can be done about the entrance and exit of the Chabelas Restaurant in Brawley, CA. Ms. Fox stated Caltrans would look into it and bring it back for the next meeting.

D. Commission Member Reports

- Mrs. Nava-Froelich announced that there was an approval for the funding on Fremont Street. The City is reestablishing a committee of for the Parks and Recreation department; also establishing a Lions Club with 23 members; the Chamber of Commerce is opening again; no 4<sup>th</sup> of July event will be held this year however there will still be a fireworks show.
- Mr. Pacheco announced the City of Calexico started paving on Hwy 98. The Mariachi Festivities are underway and planning the event with the Calexico Chamber.
- Mr. Amparano thanked everyone, including ICTC staff for attending the City of Imperial Transit Center Ribbon Cutting Ceremony.

## VI. ACTION CALENDER

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

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

1. Approved the 2018 Congestion Mitigation and Air Quality Programming Project List FY2019/2020 to FY 2021/2022 and;
2. Directed staff to program projects in the next available Federal Transportation Improvement Program Formal Amendment.

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

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

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

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

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

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

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

1. Adopted 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. Authorized the Chairman to sign the attached resolution.
3. Directed 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 [Nava-Froelich](#) seconded by [Pacheco](#), **Motion Carried unanimously.**

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

The ICTC Executive Director requested that this item be forwarded to the Commission for review and approval pending 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.

The item was tabled pending the approval of the Commission. Staff was instructed to take this item to the Management Committee meeting in May.

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

The ICTC Executive Director requested that this item be forwarded 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 A Amendment #1

The item of the Overall Work Program (OWP) and Budget FY 2018-2019, Amendment #1 was tabled pending the approval of Commission. Staff was instructed to take this item to the Management Committee meeting in May.

## VII. CLOSED SESSION

- A. A motion was made by [Plancarte](#) seconded by [Pacheco](#), to proceed into **Closed Session.**
- B. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (Government Code §54957) Title: ICTC Executive Director
- C. The Board met in Closed Session, direction was given under (Government Code §54957) and no actions were taken.

## VIII. NEXT 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. Meeting adjourned at 7:40p.m.



**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MANAGEMENT COMMITTEE**

**DRAFT** MINUTES OF May 15, 2019

**10:30 a.m.**

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**VOTING MEMBERS PRESENT:**

City of Brawley	Rosanna Bayon Moore
City of Calexico	David Dale
City of El Centro	Marcela Piedra
City of Holtville	Nick Wells
City of Imperial	Stefan Chatwin
County of Imperial	Tony Rouhotas
County of Imperial	Esperanza Colio-Warren

**STAFF PRESENT:** Mark Baza, David Aguirre, Cristi Lerma

**OTHERS PRESENT:** David Salgado: SCAG; Jesus “Chi” Vargas: Caltrans; Liz Zarate: City of El Centro; Rebecca Terrazas-Baxter: County of Imperial; Jim Forrester: Public

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The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held Wednesday, May 15, 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 10:33 a.m. Roll call was taken and a quorum was present at that time.

**II. EMERGENCY ITEMS**

A. There were none.

**III. PUBLIC COMMENTS**

Jim Forrester, member of the public, attended the meeting to request a street light on the corner of Austin and Ross Roads. Chair Wells asked Mr. Forrester to state his address for the record. Mr. Rouhotas asked Mr. Forrester for his phone number and stated that County Public Works Director John Gay will be contacting him soon. Mr. Forrester also asked about issues with semi-trucks parking on private property and signs being posted also on public property. Ms. Piedra stated that she will notify the proper department at the City of El Centro.

**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. Extension of the Transit Drug and Alcohol Auditor Agreement, LPM and Associates, FY 2019-20 through FY 2020-21

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

- 1. Authorize the ICTC Chairperson to sign the two-year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of LPM and Associates for the not to exceed annual fee of \$12,000 effective November 1,

2019 through November 30, 2021

- D. Request to Authorize travel for an ICTC Commission Member to attend the CalCOG Board Meeting on May 29, 2019

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

1. Approve travel for Commissioner Cheryl Viegas-Walker to attend the CALCOG Board Meeting on May 29, 2019 for an estimated expenditure amount of \$250.00

- E. Legal Services Agreement – County of Imperial – Imperial County Transportation Commission (ICTC) FY 2019-20to FY 2020-21

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

1. Authorize the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual fee not to exceed \$20,000, effective July 1, 2019 through June 30, 2021.
2. Direct staff to forward the agreement to the County of Imperial.

- F. Legal Services Agreement FY 2019-20 to FY 2020-21; County of Imperial and the Local Transportation Authority (LTA)

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

1. Authorize the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Local Transportation Commission for an annual fee not to exceed \$10,000, effective July 1, 2019 through June 30, 2021.
2. Direct staff to forward the agreement to the County of Imperial.

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

## V. REPORTS

- A. ICTC Executive Director
- 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.
  - A complete list of ICTC updates can be found on Page 37 of the agenda.
- B. Southern California Association of Governments (SCAG)
- The complete report can be found on Page 53 of the agenda.
- C. Caltrans Department of Transportation – District 11
- A full report is located on page 59 of the agenda.
- D. Committee Member Reports

- There were none.

## VI. ACTION CALENDAR

### A. Agreement for Human Resource Services, FY 2018-19 to FY 2019-20

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

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

A *Motion* was made by [Piedra](#) and seconded by [Rouhotas](#) to table the action item. Since there was no immediate need regarding ICTC's Human Resource policies and procedures, the Committee recommended exploring other agency/vendor options and alternatives for discussion at the next Management Committee meeting. After discussion, majority was in favor and one voted no ([Chatwin](#)).

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

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

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

By caveat, the Committee continued this item pending the approval of a Human Resources contract (action a).

### C. 2019 Public Transit Fare Analysis – Award Recommendation

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

1. Approve the award of the Agreement for the 2019 Public Transit Fare Analysis to AECOM in the amount of \$149,379.
2. Authorize the Chairperson to sign the agreement.

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

## VIII. NEXT MEETING DATE AND PLACE

The next meeting of the **Management Committee** will be held on **June 12, 2019** at the **City of Brawley, Brawley, CA.**

## IX. ADJOURNMENT

- A. Meeting adjourned at 11:04 a.m.



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

**TECHNICAL ADVISORY COMMITTEE**  
**DRAFT MINUTES**

**April 4, 2019**

**Present:**

Lily Falomir	City of Calexico
Victor Garcia	City of Brawley
Abraham Campos	City of El Centro (Phone Call)
Othon Mora	City of Imperial
Veronica Atondo	County of Imperial
Kariza Preciado	City of Holtville
Joel Hamby	City of Westmorland

**Others:**

Virginia Mendoza	ICTC
Marlene Flores	ICTC
Joseph Chua	Caltrans
Ben Guerrero	Caltrans
Kevin Hovey	Caltrans
Beth Landrum	Caltrans
Deb Ledesma	Caltrans
Adolfo Garcia	County of Imperial
Jesus Villegas	City of Imperial
George Galvan	The Holt Group

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 February 28, 2019 (**Atondo/Preciado**) **Motion Carried.**
3. **2018 Congestion Mitigation Air Quality (CMAQ) Programming FFY 2019/2020 to 2021/2022 Project Selection Recommendation**  
 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. Below are the recommended projects by agency, project title, and priority. The recommendation of projects would utilize the programming capacity of each proposed federal fiscal year.

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	

A motion was made by Preciado and seconded by Galvan to forward the following recommendation to Management and Commission:

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.

**Motion Carried**

4. **2018 Surface Transportation Block Grant (STBG) Programming FY 2019/2020 to FY 2021/2022 Project Selection Recommendation**  
 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. Below are the recommended projects by agency, project title, and priority. The recommendation of projects would utilize the programming capacity of each proposed federal fiscal year.

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	

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

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.

**Motion Carried**

Ms. Mendoza provided a programming sample to all TAC members. The excel sheet provides agencies comment/notes on how to fill out the form and submit with their CMAQ and STBG projects for programming.

Revisions on the project resolution need to be submitted no later than April 24<sup>th</sup>.

5. **Disadvantaged Business Enterprise Training**

Debora Ledesma-Ribera, DBE Coordinator from Caltrans provided a training on *Disadvantage Business Enterprise (DBE) Contract Goal Methodology Update*.

6. **ICTC Updates / Announcements**

*(Presented by ICTC Staff)*

a. **Transit Planning Updates**

- **Article 3-** The County of Imperial submitted a project. More information will be followed by Mr. Aguirre.
- **Assembly Bill 335-** A quick update was provided. A draft legislation is starting to go through committees in Sacramento. If this legislation is successful it will be effective in January 2020.

b. **Transportation Planning Updates (By Virginia Mendoza):**

- **Imperial Valley Economic Summit and General Assembly** Ms. Mendoza reminded all TAC members of the Imperial Valley Economic Summit and General Assembly on May 30, 2019.
- **Calexico West Port of Entry Traffic Circulation Plan.** Ms. Mendoza provided information on the Traffic Circulation Plan for the Calexico West Port of Entry. The Technical working group met in March 5, 2019 to discuss the Draft Plan and a Public Workshop is scheduled for April 18, 2019 in Calexico as an informational workshop.

c. **FFY 2019-20 Programmed Project Updates (By 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):**

- We are working with CTC for a May 2019 allocation vote. If there is any updates to the application ICTC will contact each agency.
- **SB1 Road Maintenance and Rehabilitation Account (RMRA).** Ms. Mendoza has been in contact with each agency in regards to the RMRA. Ms. Mendoza provided a list of projects funded by SB1 for FY 2018-2019 and projected annual revenues for FY 2019/2020. She reminded everyone the deadline to submit is May 1<sup>st</sup>, 2019.

e. **LTA Updates (Virginia Mendoza):**

- 2018 LTA Bond. City of Holtville will be processing their first request.
- Just a quick reminder to submit as soon as your project is finished. The City of Calexico and City of Brawley they have a balance on their respective LTA bond projects for the 2012 LTA Bond.

7. **SCAG Updates / Announcements:**

- 2019 Regional Conference & General Assembly is on May 1-3 in Palm Desert, CA.

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

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

9. **Caltrans Updates / Announcements**

- Caltrans provided project updates on:  
Inactive Projects- As of March 14, 2019, the inactive and future inactive list was updated. 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.

Federal Fiscal Year 18/19 Request for Authorization/Obligation- They received only one.  
Subsidized Classes for Local Agencies- Quick reminder that Local Technical Assistance Program provides local governments with training, information, technology and direct assistance. Upcoming courses are listed in the website.

Mrs. Landrum mentioned that the next External Teambuilding Meeting is on April 25<sup>th</sup>, 2019.

**10. General Discussion / New Business**

- Ms. Mendoza reminded committee members that the ICTC/Caltrans External Teambuilding meeting would be replacing the TAC meeting for the month of April.

11. Meeting adjourned at 11:21 a.m.





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

**SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

**MINUTES**

April 3, 2019

Present

Voting Attendees:

Ted Ceaser	Consumer
Michael Hack – Vice Chair	Consumer
Kathleen Lang PhD	California Health & Wellness
Rosalina Blankenship	Area Agency on Aging/Public Administrator
Monica De Leon	Area Agency on Aging/Public Administrator
Erika Martinez	ARC-Imperial Valley
Sonia Silva	Access to Independence
Victor Torres	Imperial Valley College IVC
Kathi Williams	CTSA– ICTC
David Aguirre	CTSA– ICTC
Gustavo Gomez	CTSA– ICTC

Non-Voting Attendees:

Karla Aguilar	IVT/IVT Access/IVT Ride/IVT MedTrans
Karla Pacheco	IVT/IVT Access/IVT Ride/IVT MedTrans
Jose Guillen	IVT/IVT Access/IVT Ride/IVT MedTrans

1. Mr. Ceaser called the meeting to order at 10:07 a.m. **A quorum was present.** Introductions were made.
  - Ms. Blankenship introduced the new Information and Assistance Coordinator for Area Agency on Aging. She announced that she will be attending meetings in the future.
2. Minutes adopted for March 6, 2019 ([Blankenship](#), [Hack](#)), **Motion Carried.**
3. UTN 19-20 updates:
 

Mr. Aguirre had the following updates:

  - They were a few people that spoke at the UTN hearing, information was gained and was evaluated. ICTC selected what was reasonable to meet.
  - Mr. Aguirre asked SSTAC members if they had any questions on any of the items in the findings.
  - Mr. Aguirre explained that items that were posted on last year UTN were rolled over to this year, this is why a repeat of items are seen.

- Mr. Aguirre stated that 2 items were not in the priority list because they are expected to be implemented.  
#1 new Clinicas de Salud Office, the IVT blue line will possibly have a bus stop. ICTC already spoke to City of El Centro.  
#2 IVT Ride will operate 4 days a week to Heber. A grant application is out for that.
  - SSTAC members questioned on page 11, the recommendation sounded more like a statement.
    - Ms. Williams stated that the recommendation is refer back to the UTN priority list #1, second sentence.
  - Ms. Blankenship asked if IVT Ride Heber will operate only in the summer or will it be throughout the year.
    - Ms. Williams responded that it is expected to begin on July 1<sup>st</sup>, and its expected to serve throughout the year. On May 10<sup>th</sup> ICTC is expecting to receive a price from the RFP process.
- Ms. Williams reviewed the UTN SSTAC staff response letter and UTN list:  
#1 seems to be popular, people are getting more interested in it. IVT Access needs to do the same as IVT, but it will not be inexpensive. (Expansion on Sunday service from Niland to El Centro)  
#2 is new an item on the list, it is something that no one has asked for before. (Addition service for Direct Lines (Route 31 and 32)
  - Dr. Lang asked if the priority list can be changed or moved around.
    - Ms. Williams stated that depending on funding ICTC receives, they will move on to a project that can be covered by the funding. It is not expected to stall on the list if the funding for other items on the list are available. Unless a Commissioner asks for it to be saved for a particular item.
- Mr. Aguirre encouraged feedback on the SSTAC response letter.
  - Ms. Blankenship requested to add information to the IVT Ride Heber (last paragraph), information to be added will be that it will be all year round and that service begins on July 1<sup>st</sup>.
  - SSTAC members agreed to add an additional paragraph, that SSTAC supports a bus stop on the new Clinicas de Salud location.
  - SSTAC members agreed to transfer the UTN priority list to the SSTAC letter to replace the current list.
- All changes that are mentioned above will be made to the SSTAC response letter.  
**Motion Carried (Lang, Hack).**
- Ms. Williams stated that all changes will be made by Ms. Galarza and it will need to be finalized and signed by Mr. Ceaser before noon on Friday.

#### 4. CTSA Reports:

Mr. Gomez had the following updates:

- There was a total of 24 IVT Access registration throughout the month.
- There were about 10-12 signups for IVT Ride every week. Numbers are increasing.
- ICTC along with First Transit operation managers attended the Transition Fair at IVC and 17<sup>th</sup> Annual Children's and Family Health Fair at Niland, both IVT and IVT Access services were outreached. The health fair was highly attended.
- Mr. Gomez stated that Mr. Guillen and himself have been making MedTrans distributions to reach specific medical locations. The focus is being made on local facilities at the moment. Distributions towards San Diego are is pending to be scheduled.

Mr. Aguirre had the following updates:

- Imperial Transit Center is close to completion, about 99% of it is complete. There was a ribbon cutting event for the Imperial Transit Center on April 2, 2019. I was well attended and the facility is nice. It is expected to be complete by today. It will soon begin operation.
  - Pictures were present to SSTAC members.
  - Ms. Williams added that Calexico Transit Center is expected to take a little longer to construct due to the condensed area it will be located at. Imperial Transit Center does not have restrooms because of past issues with El Centro Transit Center restrooms. There will be a soft opening expected, and ICTC will be posting it on Facebook, twitter, website etc. Once passengers get familiar with the Imperial Transit Center, the IID stops will be removed in the City of Imperial.
- Mr. Aguirre stated that the mobile application for real time location on buses has been awarded. New signage has been ordered; it is expected to be implemented within a few months.
  - Mr. Hack asked if the bus stop in front of the El Centro Library will be replaced.
    - Ms. Williams stated that ICTC will contact City of El Centro to add shade to the bus stop.
    - Mr. Aguirre stated that he will contact the City of El Centro regarding that bus stop.
- Mr. Aguirre announce that the Fare Analysis RFP is out for bid. There are possible changes to come, such as electronic fare collections. In the process, our system will be compared to several other agencies. It is expected to be awarded by next month.
  - During the Fare Study Analysis, there will presentations possibly made to SSTAC members and any other stakeholders.

Ms. Williams had the following announcement:

- Transit pictures, training posters and visual aids are available to be printed out for any agency that may be interested in having one. It will be at no charge.

#### 5. Transit Operator Reports:

- Imperial Valley Transit: Mr. Sanchez and Mr. H. Sanchez were not present.
  - No updates presented.
- IVT Access: Ms. Pacheco gave the following updates.
  - The service has been busy.
  - Next month quarterly numbers will be presented.
  - Attended the Transitional Fair at IVC and the 17<sup>th</sup> annual Children's and Family Health Fair in Niland.
- IVT Ride: Ms. Aguilar gave the following updates:
  - There were 70 registrations during the month.
  - Received email from Area Agency on Aging staff, notifying ICTC and First Transit that there are funds available for the usage of pre-paid rides for seniors (60+). It will be implemented by April 4<sup>th</sup>.
    - Ms. Blankenship added that the funding can be distributed between IVT Ride and IVT Access passengers.
      - ICTC and First Transit staff are concerned that it will cause an issue with IVT Access services because of the population it serves. Ms. Williams requested conversate about the

situation further at a later time. IVT Ride will be implemented for the time being.

- IVT Ride Westshore's has a change coming up, on Tuesday, April 16, 2019 it will begin to go to Coachella area- Eisenhower Medical Center. Normally on Tuesday, it goes to Brawley, by the 16<sup>th</sup> of April, it will begin to alternate on Tuesday. Notices were put up on the buses to inform passengers.
  - Ms. Williams added that the price will be kept as is, \$2.50, up until the Fare Study Analysis is complete then there is a possibility the fare will change.
  - Mr. Aguirre added that the purpose is to get passenger connected to Sunline Transit service and to give the opportunity for passengers to reach Social Services, Medical facilities etc.
  
- IVT MedTrans: Mr. Guillen gave the following updates:
  - The passenger numbers are increasing.
  - Service is running smoothly.
  - The service is running late during the afternoon's due to traffic.
  - There has been a number of brochure distributions locally.

## 6. General Discussion

- Ms. Blankenship announced that the Alzheimer educational series for caregiver care began last month. There are 100 scholarships available. There are bracelets/necklaces to be given out, they contain tracking capabilities. It will be through June 30, 2019. Handouts were given to SSTAC members.
  - Ms. Williams stated that ICTC can post it on the IVT Facebook/Twitter page.
- Mr. Hack announced that there was a total of 120 people who attended the 27<sup>th</sup> anniversary of the People's First, it was located at Strike zone for the second year.
- Ms. Silva announced that Access to Independence office location moved from Calexico to El Centro, 4 doors down from Johnny's Burritos, 421 Wake Ave. An open house is being planned, but for the moment there is no official date. SSTAC members will be informed once a date is chosen.

## 7. Adjournment

- Meeting adjourned at 11:11 a.m. ([Blankenship](#), [Hack](#)), **Motion Carried.**
- Next meeting will be held on May 1, 2019, at the Imperial County Transportation Commission Office, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243.

## **IV. CONSENT CALENDAR**

- C. EXTENSION OF THE TRANSIT DRUG AND ALCOHOL AUDITOR AGREEMENT, LPM AND ASSOCIATES, FY 2019-20 THROUGH FY 2020-21



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

May 16, 2019

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

**SUBJECT:** Extension of the Transit Drug and Alcohol Auditor Agreement, *LPM and Associates*, FY 2019-20 through FY 2020-21

Dear Commission Members:

Since 1995, the Imperial County Transportation Commission (ICTC) has felt that it was a prudent practice to acquire an external auditor to determine compliance with the numerous and complex regulations under the Federal Drug and Alcohol legislation and all related mandated programs for the public regional transit contracts. Due to the extent of the regulations and effort required to maintain compliance, including risk and liability, an external auditor is utilized to insure that the regional transit services fully comply with federal regulations.

Typically, the auditor inspects our transit contractor operator records, and visits specimen collection sites and testing facilities. In addition, the auditor prepares the required annual federal reports and, as necessary provides some corrective training to ICTC and medical facility staff and the transit operators.

The current contractual arrangement is with *LPM and Associates* for auditing activities. The contract allows for extensions subject to a mutual agreement on compensation. ICTC staff are recommending that the contract be extended for an additional two year time period. The audit work effort commences in November and concludes in March annually.

Funding for this project will be included in the ICTC adopted FY 2019-20 Budget and specifically in the ICTC Overall Work Program and Budget/Transit Finance Plan; through the Transportation Development ACT (TDA) Fund, anticipated to be approved on June 26, 2019.

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

Robert Amparano, Chairman (2)  
Imperial County Transportation Commission

May 16, 2019

The original contract and all exhibits referenced in the extension document are available for review at the ICTC administrative offices by request.

The ICTC Management Committee met on May 15, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Authorize the Chairman to sign the two year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of *LPM and Associates* for the not to exceed annual fee of \$12,000 effective November 1, 2019 through November 30, 2021.

Sincerely,



MARK BAZA  
Executive Director

MB/ksw/cl

Attachment

1                   **SIXTH AMENDMENT TO AGREEMENT FOR AUDITING SERVICES**

2           This Amendment (the "Amendment") dated \_\_\_\_\_, 2019, amends the  
3 Agreement For Auditing Services dated November 18, 2008 ("the Agreement"), and amended on  
4 October 12, 2010; July 27, 2011; October 23, 2013; June 24, 2015; and June 28, 2017 between Imperial  
5 County Transportation Commission, a political subdivision of the State of California ("ICTC"), and LPM  
6 & ASSOCIATES, a sole proprietorship as CONSULTANT.

7   **WITNESSETH:**

8           **WHEREAS**, Imperial County, on behalf of and at the direction of the Imperial Valley  
9 Association of Governments ("IVAG"), entered into that certain Agreement For Auditing Services for  
10 an audit and report whether safety-sensitive personnel involved in the delivery of transit services are in  
11 compliance with Federal Transit Administration rules (49 CFR Part 655) and the U.S. Department of  
12 Transportation rules (49 CFR Part 40) regarding drug and alcohol testing, and is attached hereto as  
13 **Exhibit "1"** and incorporated by this reference; and

14           **WHEREAS**, on March 24, 2010, ICTC assumed all of the assets and liabilities of IVAG as well  
15 as the authority to enter into contracts; and

16           **WHEREAS**, on October 12, 2010 that certain Agreement was amended, and is attached hereto  
17 as **Exhibit "2"** and incorporated by this reference; and

18           **WHEREAS**, on July 27, 2011 that certain Agreement was again amended, and is attached hereto  
19 as **Exhibit "3"** and incorporated by this reference; and

20           **WHEREAS**, on October 23, 2013 that certain Agreement was again amended, and is attached  
21 hereto as **Exhibit "4"** and incorporated by this reference; and

22           **WHEREAS**, on June 24, 2015 that certain Agreement was again amended, and is attached hereto  
23 as **Exhibit "5"** and incorporated by this reference; and

24           **WHEREAS**, on June 28, 2017 that certain Agreement was again amended, and is attached hereto  
25 as **Exhibit "6"** and incorporated by this reference.

26           **NOW THEREFORE**, the parties agree as follows:

- 27 1. Paragraph 19 of the Agreement is deleted and replaced by the following:

28           "19. TERM OF AGREEMENT



1 This Agreement shall be effective on November 1, 2008 and shall continue in effect until  
2 November 30, 2021, unless sooner terminated as provided herein.”

3 2. Paragraph 3.2.2 of the Agreement is deleted and replaced by the following:

4 “3.2.2 CONSULTANT shall outline which reports are to be issued by ICTC to the FTA for the  
5 annual compliance submittals for FY 2008 through 2021.”

6 3. Paragraph 4.1.1 of the Agreement is deleted and replaced by the following:

7 “4.1.1 CONSULTANT shall be compensated on an hourly fee and cost basis as identified in  
8 Exhibit “A” for the completion of the Audit. The amount shall not exceed eleven thousand  
9 dollars (\$11,000) annually for the period of November 18, 2008 through November 1,  
10 2015; eleven thousand five hundred fifty dollars (\$11,550) annually for the time period  
11 of November 2, 2015 through November 30, 2019; and twelve thousand dollars (\$12,000)  
12 annually for the time period of December 1, 2019 through November 30, 2021. ”

13 4. All other terms and conditions are and will remain in full force and effect. There are no other  
14 modifications, express or implied, except as herein provided.

15 **IN WITNESS WHEREOF**, the parties have executed this Amendment on the day and year first  
16 above written.

17 **IMPERIAL COUNTY**  
18 **TRANSPORTATION COMMISSION:**

19 By: \_\_\_\_\_  
20 Chair of the Board

**CONSULTANT:**  
**LPM & ASSOCIATES**

By: *Leila Procopio-Makuh*  
LEILA PROCOPIO-MAKUH  
Principal

21 **ATTEST:**

22 By: \_\_\_\_\_  
23 CRISTI LERMA  
24 Secretary to the Commission

25 **APPROVED AS TO FORM:**

26 KATHERINE TURNER  
27 County Counsel

28 By: *Eric Havens*  
Eric Havens, Deputy County Counsel

## **IV. CONSENT CALENDAR**

- D. REQUEST TO AUTHORIZE TRAVEL FOR AN ICTC COMMISSION MEMBER TO ATTEND THE CALCOG BOARD MEETING ON MAY 29, 2019



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

May 16, 2019

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

SUBJECT: Authorize travel for an ICTC Commission Member to attend the CALCOG Board Meeting in May

Dear Commission Members:

The Imperial County Transportation Commission is a member of the California Association of Councils of Governments (CALCOG). CALCOG is a nonprofit, social welfare organization formed to serve regional governments.

CALCOG serves 46 member agencies. Each appoints a representative from their legislative body to serve on the CALCOG Board. Commissioner Cheryl Viegas-Walker is currently serving as a CALCOG Board of Directors representing ICTC and Imperial County as a region.

Ms. Viegas-Walker will be attending the CALCOG Board meeting scheduled for May 29, 2019. The total estimated cost for this trip is \$250.00. Due to the coordination of other non-related travel cost-savings are expected. Below is an estimate of the projected costs that will be reimbursed upon verification of receipts.

- \$88.30 airfare from Sacramento to Los Angeles
- \$109.06 hotel
- \$50 for Lyft to/from airport and 1 meal

The ICTC Management Committee met on May 15, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Approve travel for Commissioner Cheryl Viegas-Walker to attend the CALCOG Board Meeting on May 29, 2019 for an estimated expenditure amount of \$250.00

Sincerely,

MARK BAZA  
Executive Director

MB/cl  
Attachments

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

## **IV. CONSENT CALENDAR**

- E. LEGAL SERVICES AGREEMENT—COUNTY OF IMPERIAL—ICTC, FY 2019-20 TO FY 2020-21



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

May 16, 2019

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

SUBJECT: Legal Services Agreement – County of Imperial - Imperial County Transportation Commission (ICTC) FY 2019-20 to FY 2020-21

Dear Commission Members:

On March 24<sup>th</sup> 2010, the Commission adopted a resolution that authorized consultant legal services for the Commission through the County Counsel's office at the County of Imperial. ICTC and County Counsel staff have developed another agreement for FY 2019-20 through FY 2020-21. The requested reimbursement has increased due to additional hours performed in the last two years, from \$15,000 to \$20,000 per year.

In the last two years, ICTC staff has completed a significant number of competitive bids, consultant agreements, research of legislation, grant certifications and many other activities. Staff would not have been able to complete this volume of work without the assistance of legal staff who understand the nuances and in particular the federal transportation requirements.

Funding for this project will be in the ICTC adopted 2019-20 Budget and specifically in the ICTC Overall Work Program and Budget/Transit Finance Plan; through the Transportation Development ACT (TDA) Fund, anticipated to be approved on June 26, 2019.

The original agreement and subsequent extensions are on file at the ICTC administrative offices.

The ICTC Management Committee met on May 15, 2019 and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorize the Chairperson to sign the agreement for the continuation of legal services between the County of Imperial and the Imperial County Transportation Commission for an annual fee not to exceed \$20,000, effective July 1, 2019 through June 30, 2021.
2. Direct staff to forward the agreement to the County of Imperial.

Sincerely,

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

MARK BAZA  
Executive Director

Attachment

1                                   **AGREEMENT FOR LEGAL SERVICES BETWEEN**  
2   **IMPERIAL COUNTY AND**  
3                                   **IMPERIAL COUNTY TRANSPORTATION COMMISSION**

4  
5           This Agreement for legal services (hereinafter "Agreement") made by and between  
6 Imperial County, a political subdivision of the State of California (hereinafter "County"), and  
7 Imperial County Transportation Commission (hereinafter "ICTC") (individually, "Party;"  
8 collectively, "Parties") shall be as follows:

9   **WITNESSETH:**

10           **WHEREAS**, ICTC intends to function in compliance with California Public Utilities Code  
11 Section 132800 *et. seq.* as an independent agency while minimizing the costs of independence;  
12 and

13           **WHEREAS**, the ICTC desires to utilize the services most fiscally responsible including  
14 services available through County; and

15           **WHEREAS**, County will employ its best efforts to ensure that legal services are provided  
16 in the most efficient and professional manner; and

17           **WHEREAS**, ICTC has in the past utilized services of County to provide services as  
18 needed and County and ICTC desire to maintain an arrangement whereby County provides such  
19 legal services as deemed necessary by ICTC, subject to reimbursement by ICTC.

20           **NOW, THEREFORE**, in consideration of the mutual promises contained herein, the  
21 Parties hereby agree as follows:

22           **1.     TERM.** This Agreement shall become effective July 1, 2019 and remain in effect  
23 until June 30, 2021. It may be renewed upon the mutual, written, consent of both Parties.

24           **2.     TERMINATION.** This Agreement may be terminated by either Party, without  
25 cause, upon ninety (90) days prior written notice to the other Party.

26           **3.     SCOPE OF SERVICES.** County Counsel shall provide ICTC with the following  
27 general legal services if such service is authorized by the Executive Director or his/her designee:  
28 act as legal advisor to ICTC; attend ICTC public and private meetings on an as-needed basis;

1 provide legal opinions or analysis on issues that arise; draft contracts or other documents; attend  
2 training sessions or conferences; provide any additional services necessary for general legal  
3 representation. Specifically excluded from the scope of services are matters pertaining to  
4 litigation. Any legal services for matters involving litigation shall be provided only after both  
5 Parties have agreed in writing to such services being provided.

6 **4. COMPENSATION FOR SERVICES.** In consideration of all services rendered  
7 by County Counsel, ICTC agrees to pay County Counsel for the performance of legal services  
8 described above. The annual cost of the services shall be twenty thousand dollars (\$20,000.00), to  
9 be paid on a quarterly basis of five thousand dollars (\$5,000.00). ICTC shall also pay for the cost  
10 of all appropriate training for attorneys and staff as approved by ICTC and County Counsel.

11 **5. DELEGATION AND ASSIGNMENT.** County and the ICTC Executive Director  
12 may enter into such other subsidiary agreements as may be necessary to implement and effectuate  
13 the intention of this Agreement and fulfill its purposes; provided, however, no such agreement  
14 may change the total amount of obligation payable by ICTC without the prior approval of ICTC.

15 **6. INDEMNIFICATION.**

16 a. ICTC agrees to indemnify, defend, and hold County harmless from any and  
17 all claims or lawsuits that may be made against County which arise out of any action or decision  
18 made by County as part of its statutorily prescribed duties and which lawsuit may be premised  
19 upon the activities of an employee provided by County under this Agreement. If any judgment is  
20 rendered against County in any such lawsuit, ICTC shall, at its own expense, satisfy and discharge  
21 any judgment.

22 b. The foregoing duty to indemnify shall not be applicable if the action of the  
23 employee that gives rise to the claim or lawsuit is performed while the employee is acting on  
24 behalf of County and not ICTC.

25 c. Notwithstanding the limitations of any insurance, County shall indemnify,  
26 protect, and hold harmless ICTC and its authorized agents, officers, volunteers, and employees  
27 from and against any and all claims, liabilities, or actions arising from County's negligent acts or  
28

1 omissions in the administration of this Agreement and for any costs or expenses incurred by ICTC  
2 on account of any claim thereof.

3         **7. NOTICE.** All notices to either Party shall be in writing and either sent through the  
4 United States Mail, certified, and return receipt requested; or personally delivered. The notice  
5 shall be effective upon date of personal delivery or date of mailing. Notices shall be sent or  
6 delivered to:

7   **ICTC:**  
8   Imperial County Transportation Commission  
9   1503 N. Imperial Avenue, Suite 104  
10                                        El Centro, CA 92243

11  
12                                        **Imperial County:**  
13                                        Imperial County Executive Office  
14                                        940 Main Street, Suite 208  
15                                        El Centro, CA 92243  
16                                        and  
17                                        Imperial County Office of the County Counsel  
18                                        940 Main Street, Suite 205  
19                                        El Centro, CA 92243

20  
21         **8. WAIVER.** Waiver of any default shall not be considered a waiver of any  
22 subsequent default. Waiver of any breach of any provision of the Agreement shall not be  
23 considered a waiver of any subsequent breach. Waiver of any default or breach shall not be  
24 considered a modification of the terms of this Agreement.

25         **9. SEVERABILITY.** If any provision of this Agreement is for any reason held to be  
26 invalid, it should not affect the validity of any other provision of this Agreement.

27         **10. MODIFICATION.** This Agreement may not be modified except upon the mutual  
28 written consent of the Parties.



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**11. ENTIRE AGREEMENT.** This Agreement contains the entire and complete understanding of the Parties and supersedes any and all other agreements, oral or written, with respect to the provision of administration of services under this Agreement.

**IN WITNESS WHEREOF,** the Parties hereto have caused this Agreement to be executed on behalf of the persons duly authorized by the governing boards of the Parties hereto.

**IMPERIAL COUNTY:**

**IMPERIAL COUNTY  
TRANSPORTATION COMMISSION:**

By: \_\_\_\_\_  
RYAN E. KELLEY  
Chairman of the Board of Supervisors

By: \_\_\_\_\_  
Chair of the Board

**ATTEST:**

**ATTEST:**

By: \_\_\_\_\_  
BLANCA ACOSTA  
Clerk of the Board of Supervisors

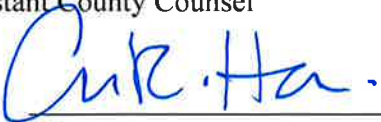
By: \_\_\_\_\_  
CRISTI LERMA  
Secretary to the Commission

**APPROVED AS TO FORM AND CONTENT:**

KATHERINE TURNER  
County Counsel

GEOFFREY P. HOLBROOK  
Assistant County Counsel

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# **V. REPORTS**

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



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## Memorandum

**Date:** May 15, 2019  
**To:** ICTC Commission Members  
**From:** Mark Baza, Executive Director  
**Re:** Executive Director's Report

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The following is a summary of the Executive Director's Report for the Commission Meeting on May 22, 2019

- 1) **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.
- 2) **Forecast for June Management Committee and Commission Meetings:**
  1. ICTC Overall Work Program (OWP) and Budget FY 2019/2020
  2. 2nd Competitive Bid for the IVT MedTrans Paratransit– Public Outreach, Branding and Marketing Services – FY 2020-2022
  3. 2nd Competitive Bid for the IVT RIDE– Public Outreach, Branding and Marketing Services – FY 2020-2022
  4. Contract Extensions for the IVT, IVT Access, IVT Ride, IVT Ride El Centro, IVT MedTrans services effective July 1, 2019
  5. Calexico West Port of Entry Calexico Traffic Circulation Plan adoption
  6. ICTC Audit Report for FY 2017-18
- 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 5<sup>th</sup> 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](http://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) **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 was held on 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.*
- 7) **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 was held on April 23<sup>rd</sup> at the ICTC offices to review the 65% design.*
- 8) **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.
- 9) **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. *Recommendations will go to the Commission in June.*
- 10) **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. *Recommendations will go to the Commission in June.*
- 11) **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. *Site visits are scheduled for October 2019.*

- 12) **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.
- 13) **Imperial Mexicali Binational Alliance Meeting:** An IMBA meeting was held at Imperial Valley College on May 9, 2019. This meeting focused on academic opportunities and partnerships in Imperial-Mexicali binational region.
- 14) **2018 Trade Corridor Enhancement Program:** The Trade Corridor Enhancement Program (TCEP), created by Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), provides approximately \$300 million annually for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network, and along other corridors that have a high volume of freight movement. ICTC in partnership with Caltrans and the San Diego Association of Governments (SANDAG) were successful in receiving TCEP funds for Advanced Technology Corridors at the California-Mexico Ports of Entry (POE). The goal project is to implement Intelligent Transportation System (ITS) strategies that will improve border travel delays. Some of the ITS strategies will include Bluetooth and Wi-Fi readers to help track vehicle delays, as well as implement changeable message signs on State Routes to inform border travelers of POE delays. Caltrans will serve as the implementing agency of this project and has an estimated completion date of early 2020. Caltrans has initiated the environmental phase and preliminary design of the project. TCEP funds will be used in collaboration with the BUILD grant award for the design and construction phases.
- 15) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** \$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues of RMRA for the Cities and the County of Imperial for FY 2018/2019. This list of projects for all cities and the county can also be found on the ICTC website at: <http://www.imperialctc.org/senate-bill-1/>

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

<b>Agency</b>	<b>Project</b>
Brawley	Rehabilitation of Legion Street from Highway 86 to Evelyn Street
Brawley	Street Rehabilitation – Phase 11
Calexico	Cesar Chavez Boulevard Improvement
Calexico	De Las Flores Street Improvement
Calexico	Second Street Bridge
Calipatria	Freeman Street Rehabilitation between Brown and Commercial Avenues
El Centro	2018 Streets Overlay and Rehabilitation Project
Holtville	Citywide Pavement Rehabilitation Project
Imperial	Storm Drain Installation – Northwest Quadrant of City – Continuing
Imperial County	Includes a total of 70 road improvement projects. List can be found on the <a href="http://www.imperialctc.org/senate-bill-1/">ICTC website here</a> .
Westmorland	North H Street Improvements
Westmorland	Street Rehabilitation Program – Phase 2
Caltrans/ICTC	Calexico East Port of Entry Truck Crossing Improvements
Caltrans	State Route 111 from State Route 98 to Ross Avenue near Calexico
Caltrans	State Route 98 from Rockwood Avenue to east of Cole Road near Calexico
Caltrans	Bridges on Interstate 8 and State Route 86, 98, 11 and 186
Caltrans	State Route 86 from I Street to Brandt Road near Brawley
Caltrans	State Route 86 south of B Street to Martin Road near Westmorland

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

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
<b>TOTAL</b>	<b>\$9,997,753*</b>

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

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

*phase is in progress with consultant team and agency partners, including the City of Calexico, Caltrans and ICTC. Preliminary site analysis has been completed and a meeting was held at the Psomas office on April 3, 2019.*

- 20) **State Route 98 and Cesar Chavez Blvd.:** As part of the POE Expansion project, SR-98 and Cesar Chavez Boulevard are being widened and improved to serve the expansion to the west. *Caltrans' SR-98 work between VV Williams and Ollie Avenue was completed in March 2018. Caltrans is working on a second segment on SR-98 between Rockwood Avenue and Ollie Avenue is in the design and right-of-way phase 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.*
- 21) **Calexico East Port of Entry Bridge Expansion over the All American Canal Project:** ICTC submitted the Calexico East Commercial Vehicle Port of Entry Expansion Project under the California Sustainable Freight Action Plan: Pilot Project Ideas. The proposed elements of the Calexico East Expansion include: bridge expansion, commercial vehicle primary inspection booths and road construction is estimated at \$65 million. ICTC is pursuing discretionary freight program funding for the bridge expansion for an estimated total cost of \$28 million. Pending the possible funds for the bridge expansion, ICTC will pursue a donation authority request to U.S. Customs and Border Protection. In October 2017, ICTC staff coordinated with Caltrans to submit an application for grant funding under the State's Freight funding available under SB-1 and the State's share of the 2015 federal transportation bill (FAST Act), response for this grant program in May 2018. The CTC approved our request for \$3 million to complete the project approval and environmental process for the bridge expansion. On October 23, 2018, Caltrans and ICTC hosted a kick-off meeting with IID, GSA and Bureau of Reclamation at the ICTC Offices. An environmental staff meeting between project stakeholders was held on November 26, 2018. *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.*

- 22) **Heber Bus Stop & Pedestrian Access Improvements on State Route 86:** The community of Heber has had a need to improve pedestrian and bus stop access along State Route 86. The ICTC Commission granted the use of Regional Set-Aside Local Transportation Authority (LTA) funds for the project. Caltrans has served as the project lead; the first phase was recently completed in November 2017. Phase 1 included bench, bus shelter and ADA access improvements. Phase 2 was recently completed in mid-June 2018 and consisted of curb and sidewalks improvements from Parkyns Ave to Heber Ave. *Phase 3 will also have curb and sidewalk improvements and is located between Heffernan to Parkyns Ave. ICTC participated in a Heber Community Outreach event together with County Public Works and led by Supervisor Plancarte. The County of Imperial discussed sidewalk pavement projects, and ICTC gave transit updates and a status of the SR-86 improvements. The Phase 3 construction improvements have been completed and project is nearing completion and closeout. A ribbon cutting will be scheduled soon.*
- 23) **State Legislation for Transportation Funding – SB 1 2018 Local Partnership Program (LPP):** The 2018 Local Partnership Program is comprised of formulaic program and competitive programs. In FY2017/2018 total amount available statewide is \$200M and distribution is 50/50 for both formulaic and competitive programs. The formulaic program share distributions for the Local Partnership Program were presented at the CTC meeting in December 6-7, 2017. During the meeting the CTC Commission took action and approved the distribution of funds for the formulaic portion, the funding share for Imperial County in FY2017/2018 is \$538,000. For FY2017/2018, no projects were submitted for the formulaic program and funds will be rolled over to FY2018/2019. *Currently, ICTC staff is working with the local agencies to submit project forms*

accordingly. Deadline to submit to ICTC is Friday, February 15, 2019 at end of day. All eligible projects will be forwarded to CTC for a May 2019 allocation vote.

The following is the 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](http://catc.ca.gov/programs/sb1/lpp/docs/062719+Amended_LPP%20Guidelines.pdf)

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

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 <sup>th</sup> St. segments	CMAQ	CON	\$350,000	\$45,000	\$395,000	Project Complete

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

**25) Partnerships with IVEDC:**

- a) Southern Border Broadband Consortium (SBBC): ICTC in partnership with IVEDC received a California Advanced Services Regional Consortia Grant award of \$450,000 from their Rural and Regional Consortia program. The grant covers a 3-year period. ICTC is fiscal agent and developed an MOU which defines roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. *Since the projects approval, IVEDC staff Sean Wilcock designed a new logo for SBBC to assist the clarity in larger marketing materials. An update was presented to the Commission at the August 2018 meeting. Currently, the project is in year two of the contract. In year two/quarter two, Ms. Barrett began working with other consortiums on the Caltrans Strategic Corridors Plan. SBBC submitted corridors that would need better broadband sources in Imperial and San Diego Counties. A new staff was hired during this time; Mr. Rene Pollard has been attending meetings with Ms. Barrett since September. An Area Agency on Aging (AAA) Board Meeting was attended in October, along with another AAA event in Bombay Beach; and SBBC is planning to attend more AAA events to assist seniors attain internet access in their homes. The SBBC staff designed a USB with both their logo and AAA's logo to hand out to seniors when they complete the "internet needs questionnaire" and has worked as a great incentive. Quarter two will concluded with a*

quarterly meeting on February 8th at the Caltrans District 11 offices. Staff continues to reach out to schools and is scheduled to attend the Calipatria School District Resource Fair this Spring.

- b) **The Brawley Transit Corridor Brownfield Assessment:** ICTC in partnership with IVEDC received a U.S. Environmental Protection Agency (EPA) Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency's Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13 mile Imperial Valley Transit's (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and has developed an MOU which will define roles and responsibilities (Audits, Administration and Project Management) 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.*
- 26) **California HERO Program:** The California Hero Program was launched in April 2014 in Imperial County with ICTC as the administering agency. *A copy of the program activity report up to April 2019 is attached for your review.*
- 27) **Community of Niland Bus Stop Bench and Shelter Request:** The ICTC submitted a formal request to the California Department of Transportation (Caltrans) District 11 requesting their assistance in identifying a location for a bus stop bench and shelter in the Community of Niland along State Route 111 (SR-111). *The shelter has been installed in an existing parking lot on the east side of SR-111.*
- 28) **Funding for Phase II of the Calexico West Port of Entry:** As previously noted, Congress authorized \$98 million for Phase 1. The U.S. General Services Administration (GSA) began construction for Phase 1 in December 2015 with completion now scheduled for July 2018. *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.*
- 29) **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.*
- 30) **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.

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

- April 25, 2019 – Caltrans Imperial External Teambuilding Meeting at the ICTC Offices
- April 27-28, 2019 – CARL Program in Sacramento (attended by staff)
- April 28, 2019 – CalCOG CDAC Meeting in Sacramento
- May 1-3, 2018 – SCAG Safety Symposium, Regional Conference and General Assembly in Palm Desert
- May 3, 2019 – CTC CEO's / SCAG Meeting in Palm Desert
- May 6-9, 2019 – Paratransit Management and Operations Training in Orlando, Florida (attended by staff)
- May 15, 2019 – ICTC Management Committee Meeting in El Centro
- May 17, 2019 – SCAG / CTC CEO's and Regionwide CEO's Meetings in Los Angeles
- May 17, 2019 – Mobility 21 Board and Advisory Board Meetings in Los Angeles



# IMPERIAL VALLEY<sup>SM</sup>

## ECONOMIC SUMMIT & GENERAL ASSEMBLY

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Thursday, May 30th, 2019

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

### Economic Summit

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**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 (C)

**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. (C)

**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 (C)
- Denise Cabanilla, Director of Higher Education and Adult Learning, Imperial County Office of Education (C)
- Dr. Martha Garcia, Superintendent/President, Imperial Valley College (C)
- Dr. Gregorio Ponce, Dean, San Diego State University-Imperial Valley (C)
- CETYS University

**11:20 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)
- Cathy Kennerson, President, Imperial Valley Wellness Foundation (C)
- Dr. Adolphe Edward, CEO, El Centro Regional Medical Center (C)

**12:00 PM Lunch** *Sponsored by Civil Pros*

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

**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 (C)
- Elizabeth Melgoza, Air Pollution Specialist, California Air Resources Board (C)

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

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



- Ryan Kelley, Board Member, Salton Sea Authority
- Miguel Figueroa, Assistant City Manager, City of Calexico (C)
- 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, County of Imperial (C)
- 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)
- Javier Oliver, Binational Commission, Consejo de Desarrollo Económico de Mexicali (CDEM) (C)
- Gustavo de la Fuente, Board Member, San Diego/Tijuana Smart Border Coalition (C)
- 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.

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

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



- Moderator: Mark Baza, Executive Director, Imperial County Transportation Commission (C)
- Larry Kosmont, Chairman & CEO, Kosmont Companies (C)
- Pdraig Lawlor, All American Grain Co LLC (C)
- ITC Holdings Corp
- Ann Fox, Deputy District Director of Planning and Local Assistance, Caltrans District 11 (C)

**5:00 PM**     **Networking Reception** *Hosted by League of California Cities, Imperial County Division*

## General Assembly

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**6:00 PM**     **Welcoming Remarks**

- Robert Amparano, Chair, Imperial County Transportation Commission (C)
- Alan Wapner, Immediate Past President and Bill Jahn, President, Southern California Association of Governments (C)
- Cheryl Viegas-Walker, Board Member, League of California Cities Board Member (LOCC) and President, LOCC Women’s Caucus (C)
- Cory Binns, Caltrans District Director, San Diego and Imperial (C)

**6:15 PM**     **Overview of Connect SoCal**

- Kome Ajise, Executive Director, Southern California Association of Governments (C)

**6:25 PM**     **Highlights of Economic Summit**

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

**6:30 PM**     **Dinner**

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

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

**7:25 PM**     **Transportation Highlights for Imperial Valley in FY 2018-19**

- Cory Binns, Caltrans District Director (C)

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

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



- Mark Baza, Executive Director, Imperial County Transportation Commission (C)

**7:55 PM Closing Remarks**

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

*Thank You to Our Sponsors*



Hosted by **Imperial County Transportation Commission** and **Imperial Valley Economic Development Corporation**  
Organized by **Imperial Regional Alliance, Inc.**, a 501 (c) (3)







IMPERIAL VALLEY<sup>SM</sup>

# 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](http://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



**MAY 30, 2019**

**OLD EUCALYPTUS  
SCHOOLHOUSE**

**IMPERIAL VALLEY**  
**ECONOMIC SUMMIT & GENERAL ASSEMBLY**

<b>SPONSORSHIP BENEFITS</b>	<input type="checkbox"/> <b>TITLE \$5,000</b>	<input type="checkbox"/> <b>PREMIERE \$3,000</b>	<input type="checkbox"/> <b>RECEPTION \$2,000</b>	<input type="checkbox"/> <b>LUNCH \$1,500</b>	<input type="checkbox"/> <b>PANEL \$1,000</b>
Conference registrations	10	8	6	4	4
General Assembly Dinner tickets	10	8	6	4	4
\$30 discount for additional ticket(s) purchased	✓	✓	✓	✓	✓
Sponsorship recognition during the Summit	✓	✓	✓	✓	✓
Sponsorship promotion in event emails	✓	✓	✓	✓	✓
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Please check a sponsorship level above, sign the form below and email your company logo to Alessandra Muse [alessandra@ivedc.com](mailto:alessandra@ivedc.com)

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Hosted & Organized by:





California HERO Activity Report  
**Imperial County Transportation Commission**  
 Launch Date through April 30, 2019

**Program Activity through April 30, 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	110	\$1,515,042	14	127	0	39	97	1,113,157	290
Calexico	3/24/2015	7,439	724	408	\$13,198,842	240	\$3,084,586	28	231	4	98	250	2,748,114	703
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	576	369	\$11,191,157	200	\$2,710,640	24	213	9	62	174	2,147,992	552
Holtville	3/24/2015	1,284	73	49	\$1,310,241	25	\$319,008	3	23	0	10	18	222,189	58
Imperial	6/10/2015	5,207	249	180	\$6,080,190	103	\$1,696,352	15	100	19	47	133	1,096,317	286
Westmoreland									<b>Inactive</b>					
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
<b>Total</b>		<b>39,949</b>	<b>2,261</b>	<b>1,381</b>	<b>\$ 42,930,221</b>	<b>778</b>	<b>\$ 10,792,344</b>	<b>97</b>	<b>802</b>	<b>35</b>	<b>288</b>	<b>751</b>	<b>8,360,824</b>	<b>2,152</b>

\*\* Participation rate based off of funded projects

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



## Memorandum

**Date:** May 22<sup>nd</sup>, 2019  
**To:** ICTC Commission Meeting  
**From:** David Salgado, Regional Affairs Officer (RAO)  
**Re:** Southern California Association of Government's Report

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The following is a summary of the SCAG Executive Director's Report and/or Federal and State Legislature Staff Report for the Imperial County Transportation Commission Meeting May 22<sup>nd</sup>, 2019.

- 1. 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 3<sup>rd</sup> 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.
- 2. SCAG 2019 Demographic Workshop:** *Tuesday, June 11, 2019, 8:30am to 3:30pm.* University of Southern California, Trojan Grand Ballroom, Ronald Tutor Campus Center, 3607 Trousdale Parkway, Los Angeles, CA 90089.

With an eye toward the future, this year's program provides the most recent update on demographic trends and their implications as we embark upon two major efforts: Census 2020 and Connect SoCal, SCAG's long-range regional transportation plan. Following a check-up on surprising migration, fertility, and aging statistics, we 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. The

program will also include a special lunch keynote address and a series of expert-led roundtable discussions to build skills about topics discussed throughout the day.

- 3. SCAG Executive Director:** Following an extensive search from the SCAG Executive Committee Kome Ajise was appointed the new SCAG Executive Director at the April 4<sup>th</sup> 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.
- 4. CONNECT SO-CAL Website:** The official website is now live for Connect SoCal, SCAG’s Regional Transportation Plan/Sustainable Communities Strategy. The newly launched page, *[connectsocial.org](http://connectsocial.org)*, offers a clear and user-friendly way to get updates about the ongoing process of building the plan. Check 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 4<sup>th</sup>, 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.

- 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](http://scag.ca.gov/ga2019).

## CONNECT SOCIAL 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](http://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](mailto: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:** May 17, 2019  
**To:** ICTC Commission  
**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 May 22, 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 last 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 June 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.

Coordination continues between the City of Calexico, ICTC and Caltrans to finalize access to the POE, signing and striping. This project will be complete in the summer 2019.

**Planning (continued):****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 Class I and 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 possibly a sound wall to encourage bicycle use and to improve the quality of life of the residents.

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 which received funding from the CTC for the Design and Environmental phases, is 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:

Recently, Brawley Maintenance refreshed the pavement markings (legends, crosswalks, stop bars) on SR-115 mainlanes through Holtville as well as on the city streets that intersect with SR-115.



Maintenance (continued):

El Centro Maintenance recently completed mowing on the shoulders on I-8 between La Brucherie Road and Drew Road. Mowing continues on SR-111 between Evan Hewes Highway and Worthington Road.



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 May 9, 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.*

**Local Assistance (continued):**

*The next deadline to submit Inactive and Future Inactive invoices is August 20, 2019. District 11 must have complete and accurate invoices before this due date 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 through 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>

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

Since 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.

Local Assistance (continued):

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 Bulleting 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 by July 1, 2019

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

Some important items to remember:

- Agencies need to work with the MPO/RTPA (SCAG/ICTC) if the funds still need to be programmed this FFY, and require a formal amendment. Funds will be at greater risk of lapsing if not properly programmed. Once programmed, Requests for Authorization (the E76) must be sent to District II Local Assistance 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.



Local Assistance (continued):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>

Modified Senate Bill 1 (SB 1) Project Funding Identification Sign

On March 29, 2019 the California Manual on Uniform Traffic Control Devices (MUTCD) was revised. Please ensure that project construction signs comply with the MUTCD requirements. Signs that no longer comply with the MUTCD must be removed by June 1, 2019.

For reference, the new Modified Senate Bill 1 (SB1) Project Funding Identification Sign diagram as approved is attached at the end of this report.

Training

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

June 18-19, 2019 - San Bernardino: Labor Compliance Training for Local Agencies

The [California LTAP Center](#) is offering Labor Compliance training at no cost to Local Agencies. This 2-day course is designed to teach Local Agency staff the basic requirements of prevailing wage requirements and how to apply those requirements, including reviewing and confirming

Local Assistance (continued):

certified payroll records and on-site documentation. Using hands-on exercises, and instructional aides, students will learn how to apply Davis-Bacon and Related Acts, the Code of Federal Regulations, the California Labor Code, and California Code of Regulations to all public works contracts.

For more information and to register, visit the [CA LTAP Center Training page](#) or email Tracy Coan at [tracy.coan@csus.edu](mailto:tracy.coan@csus.edu)

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 RequirementsDBE 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 subcontractable 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 subcontractable. The latest Local Assistance Procedures Manual forms can be found at

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

## Local Assistance (continued):

### Title VI Nondiscrimination Program

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

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

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

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

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 (OBEQ), and Caltrans OBEQ 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](mailto: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

**Local Assistance (continued):**

Federal Highway Bridge Program (HBP) Project Delivery Policy Updates Issued April 25, 2019

In an effort to better utilize the [Highway Bridge Program](#) (HBP) funds, the Local HBP Advisory Committee has approved new policy changes regarding existing HBP projects. The following [Office Bulletin 19-01 \(DLA-OB 19-01\), HBP Project Delivery Policy](#), details those policy changes.

Local Assistance (continued):

### Local Assistance Highway Bridge Program Project Delivery Policy

#### I. BACKGROUND

Local Assistance Program Guidelines Chapter 6, Highway Bridge Program, defines eligibility requirements, programming policy, and procedures for programming the Federal Statewide Transportation Improvement Program (FSTIP) in compliance with federal regulations. This policy makes changes to Section 6.7, Project Programming Policy and Procedure, and adds a Project Delivery Policy for projects currently programmed for funds in the FSTIP.

Programming of Highway Bridge Program (HBP) projects is managed through a 15-year plan. The demand for local agency projects in the HBP has exceeded the 15-year plan. To ensure funds are reserved for projects ready to advance, the Division of Local Assistance (DLA) HBP Managers have recommended policy changes to the HBP Advisory Committee regarding delivery expectations of programmed funds. The HBP Advisory Committee has concurred with the recommendations.

#### II. POLICY

This Policy is for programmed projects to address funds and delivery management. The intent is to maximize the use of funds and to have project delivery a high priority for HBP projects. The HBP Advisory Committee has recommended these policy changes to the DLA regarding delivery expectations of programmed funds.

##### Funds Management:

- New projects are being metered into the program. A project's Preliminary Engineering (PE) phase may not be obligated in an earlier year than programmed.
- Agencies that utilize Advanced Construction to authorize PE will have the conversion to Federal Funds in the year PE is programmed.
- To avoid delivery failure, by February 1 agencies should either submit a Request for Authorization (RFA) or notify Local Assistance of an anticipated project delay.
- When an agency requests additional funding for an authorized phase (post-programming), the funds must be obligated in the year programmed. If a local agency does not request the additional funding in the year programmed, it is considered a delivery failure and the funding will be moved to the last year of the FSTIP in the October updates. Project phases that fail to deliver will be required to wait until April 1 to advance the funding.
- If agencies fail to deliver the Right of Way (RW) or Construction (CON) phase of a project as programmed, the phase will be moved to the last year of the FSTIP and will be required to wait until April 1 to advance the funding.

##### Delivery Management:

- Metering of the new projects will give an agency a minimum of two-year notice of the available project start date. Agencies must authorize the PE Phase in the year programmed. Projects that fail to authorize PE, will have the project removed from the

Local Assistance (continued):



- program. Re-application into the program will be under current guidelines.
- Agencies with HBP projects on the PE greater than 10 Years List, will not be allowed to program new HBP projects.
  - Agencies with HBP projects at PE greater than eight years are required to submit a detailed status report with the annual HBP survey. Surveys without the required status reports will be considered incomplete.
  - Agencies with a project that has National Environmental Policy Act clearance for more than five years and RW certification is not complete or construction authorized, will not be allowed to add new HBP projects to the program.

Exceptions to the above will require an approval from HQ HBP Managers.

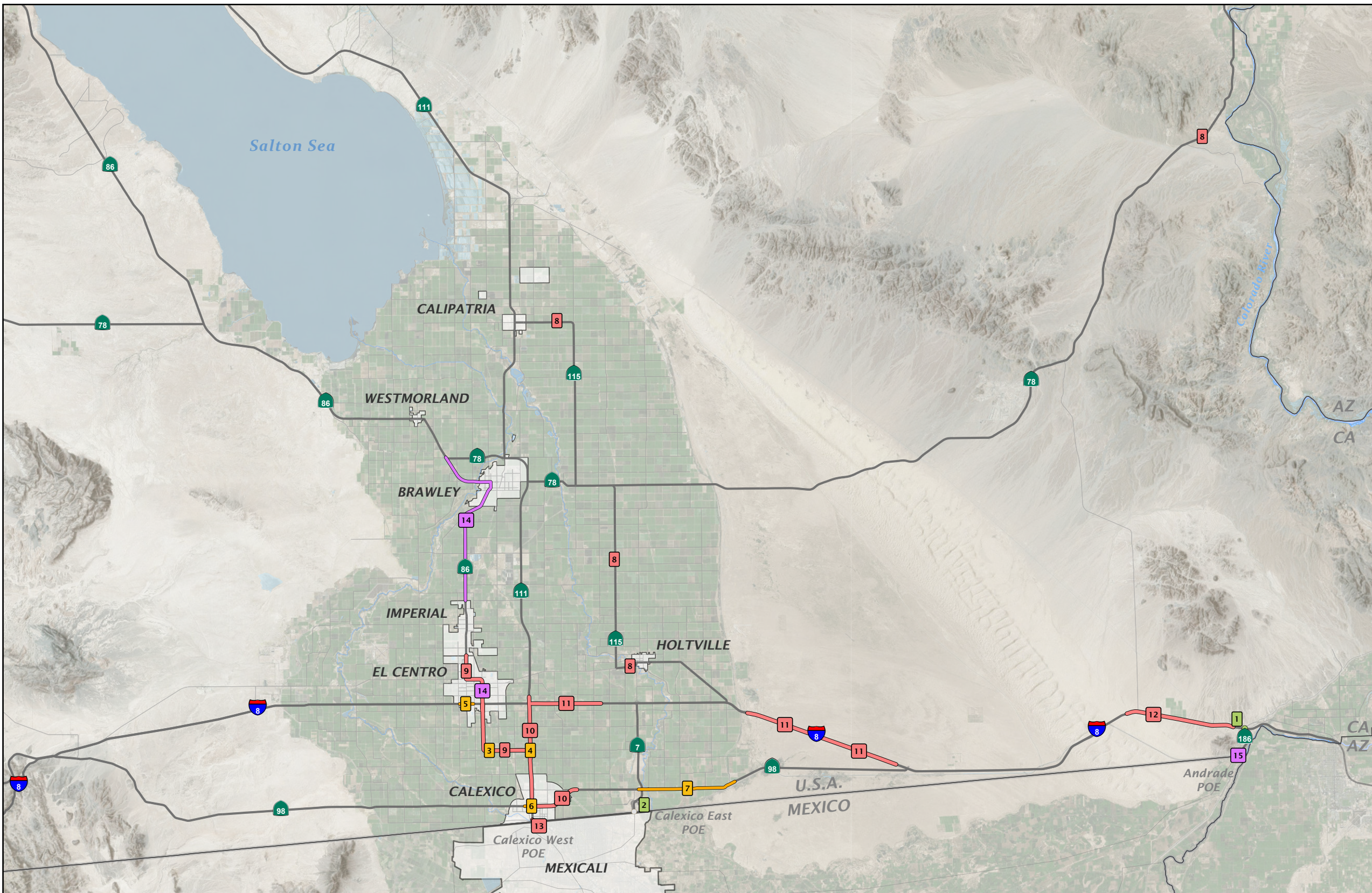
**III. PROCEDURE**

Projects will be evaluated regarding Project Delivery Policy as the Annual HBP Project Survey data is processed at the end of the Federal fiscal year.


**IV. APPLICABILITY/IMPACTS**

This Office Bulletin applies to Local Assistance bridge projects funded through the federal Local HBP as authorized by Streets and Highways Code 2400-2414. This policy/procedure is subject to annual review and recommendation of the Local Assistance Highway Bridge Program Advisory Committee. Members include the Department (Chair), representatives from the League of California Cities, California State Association of Counties, California Association of Councils of Governments, California Transportation Commission, and the Federal Highway Administration.

Recommended:	Original Signature By	4/25/2019
	Eileen Crawford, HBP Program Manager	Date
Approved:	Original Signature By	4/25/2019
	Robert W. Peterson, Chief Office of Federal Programs	Date



## 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

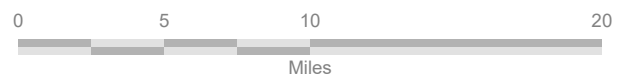
8. SR-78/115 Culvert Repairs Construction Start Summer 2019 
9. SR-86 Pavement Rehabilitation Construction Start Summer 2019
10. SR-111/SR-98 Pavement Rehabilitation Construction Complete Summer 2019 
11. I-8 Pavement Rehabilitation at Various Locations Construction Complete Fall 2019
12. I-8 Pavement 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



**SB1**: Project funded by Senate Bill 1

**Abbreviations:**

**GSA**: General Services Administration

**72**: 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.

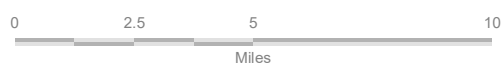
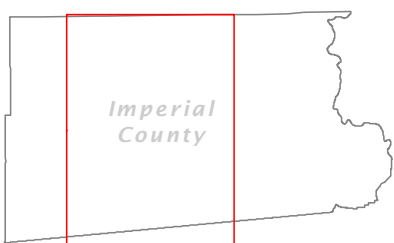
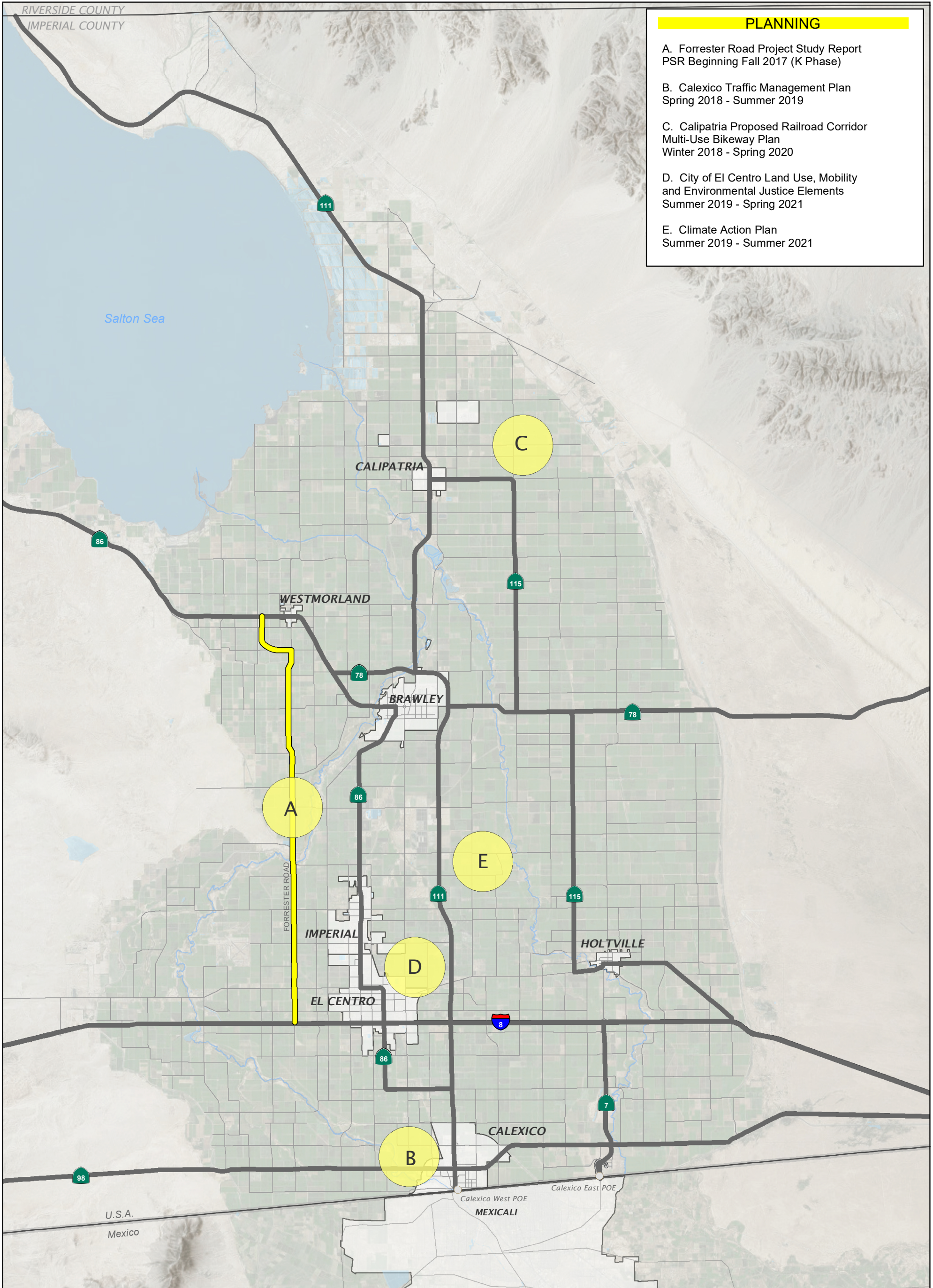
Date: 05/08/2019

\* 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



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: 05/09/2019

DEPARTMENT OF TRANSPORTATION  
DIVISION OF LOCAL ASSISTANCE  
P.O. BOX 942874, MS-1  
SACRAMENTO, CA 95274-0001  
PHONE (916) 653-1776  
FAX (916) 654-2409  
TTY 711  
www.dot.ca.gov



*Making Conservation  
a California Way of Life.*

May 6, 2019

Director of Public Works  
California cities and counties

Dear Public Works Directors:

The purpose of this letter is to inform you that on March 29, 2019 the California Manual on Uniform Traffic Control Devices (MUTCD) was revised. Please ensure that your project construction signs comply with the MUTCD requirements. Signs that no longer comply with the MUTCD must be removed by June 1, 2019.

Sincerely,

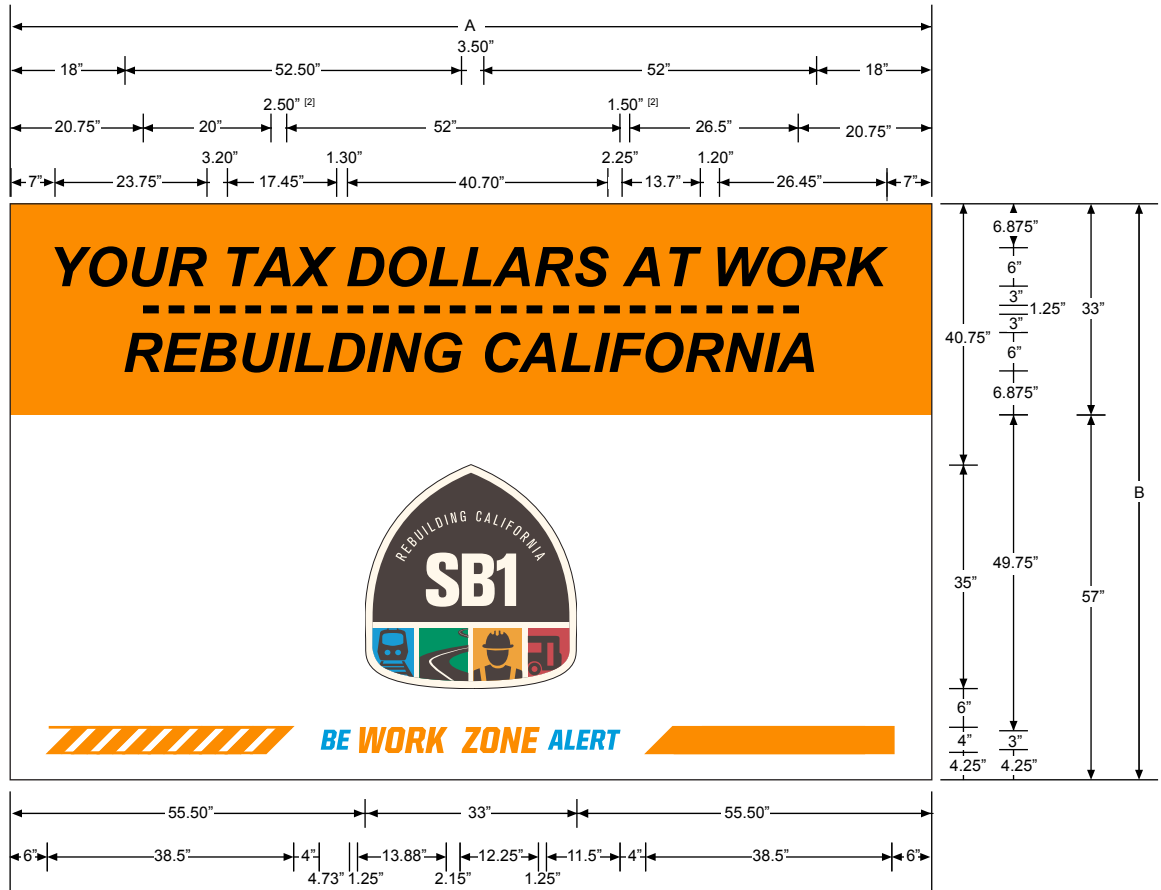
A handwritten signature in black ink, appearing to read "Rihui Zhang".

RIHUI ZHANG, Chief  
Division of Local Assistance

Attachment

Modified Senate Bill 1 (SB 1) Project Funding Identification Sign

STATE OF CALIFORNIA - DEPARTMENT OF TRANSPORTATION



NOTES:

1. Provided dimensions are for the 144"x90" sign. For the 96"x60" sign, calculate each dimension by 2/3 (0.667). For the 48"x30" sign, calculate each dimension by 1/3 (0.333).
2. Use when the project involves Senate Bill 1 funds.

**C48 (CA)**

ENGLISH UNITS

A	B
144	90
96	60
48	30

**COLORS: LEGEND - BLACK (ARIAL BOLD ITALIC)**

**BACKGROUND - WHITE AND FLUORESCENT ORANGE**

**SENATE BILL 1 LOGO - CMYK COORDINATES FOR SB1 LOGO ARE AS FOLLOWS:**

**BROWN (C 80%, M 80%, Y 80%, K 20%), LIGHT CREAM (C 0%, M 2%, Y 7%, K 0%),**

**BLUE (C 75%, M 23%, Y 1%, K 0%), GREEN (C 90%, M 20%, Y 80%, 0%),**

**YELLOW GOLD (C 0%, M 38%, Y 85%, K 4%), RED (C 16%, M 84%, Y 65%, K 3%)**

**BE WORK ZONE ALERT RIBBON: PANTONE #299 BLUE AND ORANGE**

**(SEE VECTOR GRAPHICS FILES FOR SB1 LOGO AND BE WORK ZONE ALERT RIBBON)**

**ALL COLORS TO BE RETROREFLECTIVE, EXCEPT FOR BLACK**

# **VI. ACTION CALENDAR**

## **A. 2019 PUBLIC TRANSIT FARE ANALYSIS— AWARD RECOMMENDATION**



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

May 16, 2019

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

SUBJECT: 2019 Public Transit Fare Analysis – Award Recommendation

Dear Commission Members:

In general, to be eligible for State *Transportation Development Act (TDA)* funds, transit operators (*public bus and commuter rail*) must maintain a ratio of fare revenues to operating costs of at least 10% for non-urbanized areas and 20% for urbanized areas (PUC Section 99268.2-99268.4). However, the required ratio of fare revenues to operating costs for operators serving both urbanized and non-urbanized areas can be between the 10% and 20% requirement. The Imperial County Transportation Commission (ICTC) under PUC Section 99270.1 is responsible for calculating blended farebox ratio for operators within its jurisdiction that serve both rural and urban areas.

The transit farebox percentage is one of the seven performance standards and evaluation criteria developed for performance monitoring of transit systems. The farebox is the percentage of the cost that is generated by the passenger, or, the entity paying the cost of the trip. The public agency pays the remainder or the subsidy amount through a combination of funding which is primarily State and Federal grants.

During the FY 2017-18 operating year, several public transit systems experienced operational budget fluctuations and were not able to meet the State mandated minimum farebox ratios. Staff analysis identified that the price of the fares paid by the passengers may be in need of revision. This was due to the fact that fare prices had not been adjusted since FY 2013-14 to compensate for any operating cost increases. The Commission directed staff to complete a fare analysis project in FY 2018-19.

ICTC staff recently completed a competitive bid via a Request for Proposals (RFP) process to acquire the services of a qualified consultant team to complete the public transit fare analysis. The RFP requested public outreach services including bilingual workshops and stakeholder interviews and analysis of existing fare structure and pricing. The consultant team would review and prepare recommendations for possible fare increases, fare media vendor relationships and opportunities, and fare media technology implementation. The Consultant will also assist with any public hearing required should fare increases be recommended.

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

A total of two (2) consultants submitted responses to ICTC's RFP. The consultants that submitted a response included: AECOM and Nelson Nygaard.

A proposal evaluation committee was established to complete the review of proposals of qualified consultants. The evaluation committee was comprised of staff from SCAG, Caltrans, ICTC and the current Social Services Transportation Advisory Committee (SSTAC) Chairperson. The committee completed the scoring and ranking of each of the responses on April 2, 2019.

The proposal evaluation committee also completed consultant interviews on April 9, 2019. At the conclusion of the consultant interviews, the evaluation committee discussed each of the consulting firms' qualifications and methodology, and completed their final scoring and ranking.

The scoring and ranking of the consultants was based on the following criteria: Technical Experience, Proposed Methodology and Approach to Work; Project Team and Staff Qualifications; Price and Best Value; and Completeness of Response and References.

The ranking is listed as follows:

<u>NAME</u>	<u>RANKING</u>	<u>PRICE</u>	<u>Cost/Hour</u>
AECOM	1	\$149,379	\$180.41
Nelson Nygaard	2	\$149,390	\$149.39

Both of the firms are capable of completing the project. However, AECOM demonstrated a more in depth familiarity with the local operating conditions and a superior bilingual public outreach plan. AECOM also included the sub-consultant services of Clever Consulting Group, and Diego and Sons Printing (DBE firm).

The cost for this project at \$150,000 was identified and approved in the ICTC FY 2018-19 OWP and budget (7416001-525010).

The original procurement documents; RFP and consultant response proposals; and, all contract exhibits referenced in the contract document are available for review at the ICTC administrative offices by request.

The Management Committee met on May 15, 2019 and forwards this item to the Commission for review and approval after public comment, if any:

1. Approve the award of the Agreement for the 2019 Public Transit Fare Analysis to *AECOM* in the amount of \$149,379.
2. Authorize the Chairperson to sign the agreement.

Sincerely,



MARK BAZA  
Executive Director

MB/da/cl

Attachment

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 **AECOM TECHNICAL SERVICES, INC.**, a California corporation  
6 (“**CONSULTANT**”) (individually, “Party;” collectively, “Parties”).

7 **WITNESSETH**

8 **WHEREAS**, ICTC desires to retain a qualified individual, firm or business entity to provide  
9 professional services for a public transit fare analysis (“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 1.1. “RFP” shall mean ICTC’s request for proposals entitled “The Imperial County  
16 Transportation Commission (ICTC) FY 2019 Public Transit Fare Analysis Request For Proposal” dated  
17 March 2019. The RFP is attached as **Exhibit “A”** and incorporated herein by this reference.

18 1.2. “Proposal” shall mean CONSULTANT’s proposal entitled “Proposal Imperial County  
19 Transportation Commission (ICTC) Public Transit Fare Analysis 2019” dated March 29, 2019. The  
20 Proposal is attached as **Exhibit “B”** and incorporated herein by this reference.

21 2. **CONTRACT COORDINATION.**

22 CONSULTANT shall assign a single Contract Manager to have overall responsibility for the  
23 progress and execution of this Agreement. Guillermo Calves is hereby designated as the Contract Manager  
24 for CONSULTANT. Should circumstances or conditions subsequent to the execution of this Agreement  
25 require a substitute Contract Manager for any reason, the Contract Manager’s designee shall be subject to  
26 the prior written acceptance and approval of ICTC.

27 ///

28 ///

1 3. DESCRIPTION OF WORK.

2 3.1. CONSULTANT shall provide all materials and labor to perform this Agreement. In the  
3 event of a conflict among this Agreement, the RFP and the Proposal, the RFP shall take precedence over the  
4 Proposal and this Agreement shall take precedence over both.

5 3.2. CONSULTANT shall perform additional or extra work if required, utilizing the per hour  
6 rate set forth in Exhibit "B".

7 4. WORK TO BE PERFORMED BY CONSULTANT.

8 4.1. CONSULTANT shall comply with all terms, conditions and requirements of the RFP,  
9 Proposal and this Agreement.

10 4.2. CONSULTANT shall perform such other tasks as necessary and proper for the full  
11 performance of the obligations assumed by CONSULTANT hereunder.

12 4.3. CONSULTANT shall:

13 4.3.1. Procure all permits and licenses, pay all charges and fees, and give all notices that  
14 may be necessary and incidental to the due and lawful prosecution of the services to be performed  
15 by CONSULTANT pursuant to this Agreement;

16 4.3.2. Use the standard of care usual to CONSULTANT's profession to keep itself fully  
17 informed of all applicable existing and proposed federal, state and local laws, ordinances,  
18 regulations, orders and decrees which may affect those engaged or employed under this Agreement,  
19 any materials used in CONSULTANT's performance under this Agreement or the conduct of the  
20 services under this Agreement. The full extent of CONSULTANT's responsibility with respect to  
21 the services shall be to perform in accordance with the above professional standards and to remedy  
22 any material deficiencies or defects in the deliverables at CONSULTANT's own expense, provided  
23 that CONSULTANT is notified by ICTC, in writing, of any such deficiency or defect within a  
24 reasonable period after discovery thereof, but in no event later than one (1) year after  
25 CONSULTANT's completion or termination of the services. CONSULTANT MAKES NO  
26 OTHER REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, INCLUDING  
27 ANY IMPLIED WARRANTIES OF FITNESS FOR A PARTICULAR PURPOSE,  
28 MERCHANTABILITY, INFORMATIONAL CONTENT OR OTHERWISE;



1           4.3.3. At all times observe and comply with, and cause all of its employees to observe and  
2 comply with all of said laws, ordinances, regulations, orders and decrees mentioned above; and

3           4.3.4. Immediately report to ICTC in writing any discrepancy or inconsistency it discovers  
4 in said laws, ordinances, regulations, orders and decrees mentioned above in relation to any plans,  
5 drawings, specifications or provisions of this Agreement.

6           4.4. Any videotape, reports, information, data or other material given to, or prepared or  
7 assembled by, CONSULTANT pursuant to this Agreement shall be the property of ICTC and shall not be  
8 made available to any individual or organization by CONSULTANT without the prior written approval of  
9 ICTC. The preceding restriction shall not apply to information which is in the public domain, was  
10 previously known to CONSULTANT, was acquired by CONSULTANT from others who have no  
11 confidential relationship to ICTC with respect to same, or which through no fault of CONSULTANT  
12 comes into the public domain. CONSULTANT shall not be restricted from releasing information, including  
13 confidential information, in response to a subpoena, court order, or other legal process. CONSULTANT  
14 shall not be required to resist such subpoena, court order, or legal process, but shall promptly notify ICTC  
15 in writing of the demand for information before responding to such demand.

16 5.     REPRESENTATIONS BY CONSULTANT.

17           5.1. CONSULTANT understands and agrees that ICTC has limited knowledge in the multiple  
18 areas specified in the Proposal. CONSULTANT has represented itself to have experience in these fields  
19 and understands that ICTC is relying upon such representation.

20           5.2. Subject to 5.2.1, CONSULTANT represents and warrants that it is a lawful entity  
21 possessing all required licenses and authorities to do business in the State of California and perform all  
22 aspects of this Agreement.

23           5.2.1. CONSULTANT shall not commence any work pursuant to this Agreement or  
24 provide any other services, or materials, in connection therewith until CONSULTANT has received  
25 written authorization from ICTC to do so.

26           5.3. CONSULTANT represents and warrants that the people executing this Agreement on behalf  
27 of CONSULTANT have the authority of CONSULTANT to sign this Agreement and bind  
28 CONSULTANT to the performance of all duties and obligations assumed by CONSULTANT herein.

1 5.4. CONSULTANT represents and warrants that any employee, contractor and/or agent who  
2 will be performing any of the duties and obligations of CONSULTANT herein possess all required licenses  
3 and authorities, as well as the experience and training, to perform such tasks.

4 5.5. CONSULTANT represents and warrants that the allegations contained in the Proposal are  
5 true and correct.

6 5.6. CONSULTANT understands that ICTC considers the representations made herein to be  
7 material and would not enter into this Agreement with CONSULTANT if such representations were not  
8 made.

9 6. COMPENSATION.

10 The total compensation payable under this Agreement shall not exceed one hundred forty nine  
11 thousand three hundred seventy nine dollars (\$149,379) unless otherwise previously agreed to by ICTC.

12 7. PAYMENT.

13 CONSULTANT will bill ICTC on a time and material basis upon completion of the project or as set  
14 forth in the cost schedule attached hereto as **Exhibit "C"**. ICTC shall pay CONSULTANT for completed  
15 and approved services upon presentation of its itemized billing. Notwithstanding the foregoing, ICTC shall  
16 retain 10% of the total compensation until the work to be performed has been completed in accordance with  
17 this Agreement, as determined by ICTC, and payment in full of all subcontractors of CONSULTANT.

18 8. METHOD OF PAYMENT.

19 8.1 CONSULTANT shall at any time prior to the 15th day of any month, submit to ICTC a  
20 written claim for compensation for services performed. The claim shall be in a format approved by ICTC.  
21 CONSULTANT may expect to receive payment within a reasonable time thereafter and in any event in the  
22 normal course of business within thirty (30) days after the claim is submitted.

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

24 9.1. This Agreement shall commence on the date first written above and shall remain in effect  
25 through completion of the Project otherwise terminated as provided herein.

26 9.2. Program scheduling shall be as described in Exhibit "A" unless revisions to Exhibit "A" are  
27 approved by both ICTC and CONSULTANT's Contract Manager. Time extensions may be allowed for  
28

1 delays caused by ICTC, other governmental agencies, or factors not directly brought about by the  
2 negligence or lack of due care on the part of CONSULTANT.

3 10. SUSPENSION OF AGREEMENT.

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

8 11. SUSPENSION AND/OR TERMINATION.

9 11.1. ICTC retains the right to terminate this Agreement for any reason by notifying  
10 CONSULTANT in writing seven (7) days prior to termination and by paying the compensation due and  
11 payable to the date of termination; provided, however, if this Agreement is terminated for fault of  
12 CONSULTANT, ICTC shall be obligated to compensate CONSULTANT only for that portion of  
13 CONSULTANT's services which have been performed in accordance with the terms and conditions of this  
14 Agreement. Said compensation is to be arrived at by mutual agreement between ICTC and  
15 CONSULTANT; should the Parties fail to agree on said compensation, an independent arbitrator shall be  
16 appointed and the decision of the arbitrator shall be binding upon the Parties.

17 11.2. Upon such termination, CONSULTANT shall immediately turn over to ICTC any and all  
18 copies of videotapes, studies, sketches, drawings, computations and other data, whether or not completed,  
19 prepared by CONSULTANT in connection with this Agreement. Such materials shall become the  
20 permanent property of ICTC.

21 12. INSPECTION.

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

27 ///

28 ///

1 13. OWNERSHIP OF MATERIALS.

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

5 14. INTEREST OF CONSULTANT.

6 14.1. CONSULTANT covenants that it presently has no interest, and shall not acquire any  
7 interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the  
8 performance of the services hereunder.

9 14.2. CONSULTANT covenants that, in the performance of this Agreement, no sub-contractor or  
10 person having such an interest shall be employed.

11 14.3. CONSULTANT certifies that no one who has or will have any financial interest pursuant to  
12 this Agreement is an officer or employee of ICTC.

13 15. INDEMNIFICATION.

14 A. Indemnity for Professional Services. To the furthest extent allowed by law, Consultant  
15 shall indemnify, hold harmless and defend ICTC and its members, board members, officers, officials,  
16 employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and  
17 damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at  
18 any time and property damage), and from any and all claims, demands and actions in law or equity  
19 (including reasonable attorney's fees and litigation expenses) that arise out of, pertain to, or relate to the  
20 negligence, recklessness or willful misconduct of Consultant, its principals, officers, employees, agents  
21 or volunteers in the performance of professional services under this Agreement.

22 B. Other Indemnities. Other than in the performance of professional services, and to the  
23 fullest extent allowed by law, Consultant shall indemnify, hold harmless and defend ICTC and its  
24 members, board members, officers, officials, employees, agents and volunteers from any and all loss,  
25 liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability,  
26 including but not limited to personal injury, death at any time and property damage), and from any and  
27 all claims, demands and actions in law or equity (including reasonable attorney's fees and litigation  
28 expenses) arising or alleged to have arisen directly or indirectly out of performance of this Agreement.

1 Consultant's obligations under the preceding sentence shall apply regardless of whether ICTC or any of  
2 its members, board members, officers, officials, employees, agents or volunteers are negligent, but shall  
3 not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross  
4 negligence, or caused by the willful misconduct, of ICTC, or any of its members, board members,  
5 officers, officials, employees, agents or volunteers.

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

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

11 16. INDEPENDENT CONTRACTOR.

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

15 16.1. CONSULTANT is not an employee or agent of ICTC and is only responsible for the  
16 requirements and results specified by this Agreement or any other agreement.

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

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

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

1 16.5. CONSULTANT shall not be entitled to participate in, or receive any benefit from, or  
2 make any claim against any ICTC fringe program, including, but not limited to, ICTC's pension plan,  
3 medical and health care plan, dental plan, life insurance plan, or any other type of benefit program, plan,  
4 or coverage designated for, provided to, or offered to ICTC's employee.

5 16.6. ICTC shall not withhold or pay, on behalf of CONSULTANT, any Federal, State, or local  
6 tax, including, but not limited to, any personal income tax, owed by CONSULTANT.

7 16.7. CONSULTANT is, and at all times during the term of this Agreement, shall represent  
8 and conduct itself as an independent contractor, not as an employee of ICTC.

9 16.8. CONSULTANT shall not have the authority, express or implied, to act on behalf of, bind  
10 or obligate ICTC in any way without the written consent of ICTC.

11 17. INSURANCE.

12 Throughout the life of this Agreement, Consultant shall pay for and maintain in full force and  
13 effect all policies of insurance required hereunder with an insurance company(ies) either (i) admitted by  
14 the California Insurance Commissioner to do business in the State of California and rated not less than  
15 "A- VII" in Best's Insurance Rating Guide, or (ii) as may be authorized in writing by ICTC's Executive  
16 Director or his/her designee at any time and in his/her sole discretion. The following policies of  
17 insurance are required:

18 (i) COMMERCIAL GENERAL LIABILITY insurance which shall be at least as broad as the  
19 most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form  
20 CG 00 01 and include insurance for "bodily injury," "property damage" and "personal and advertising  
21 injury" with coverage for premises and operations (including the use of owned and non-owned  
22 equipment), products and completed operations, and contractual liability with limits of liability of not  
23 less than the following:

- 24 \$2,000,000 per occurrence for bodily injury and property damage
- 25 \$1,000,000 per occurrence for personal and advertising injury
- 26 \$4,000,000 aggregate for products and completed operations
- 27 \$4,000,000 general aggregate

1 (ii) COMMERCIAL AUTOMOBILE LIABILITY insurance which shall be at least as broad as  
2 the most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01,  
3 and include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code  
4 1 - Any Auto) with limits of liability of not less than \$2,000,000 per accident for bodily injury and  
5 property damage.

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

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

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

12 In the event Consultant purchases an Umbrella or Excess insurance policy(ies) to meet the  
13 minimum limits of insurance set forth above, this insurance policy(ies) shall "follow form" and afford  
14 no less coverage than the primary insurance policy(ies).

15 Consultant shall be responsible for payment of any deductibles contained in any insurance policies  
16 required hereunder and Consultant shall also be responsible for payment of any self-insured retentions.  
17 Any deductibles or self-insured retentions must be declared to, and approved by, the ICTC's Executive  
18 Director or his/her designee in his/her sole discretion. At the option of the ICTC's Executive Director or  
19 his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured  
20 retentions as respects ICTC, its members, board members, officers, officials, employees and agents; or  
21 (ii) Consultant shall provide a financial guarantee, satisfactory to the ICTC's Executive Director or  
22 his/her designee in his/her sole discretion, guaranteeing payment of losses and related investigations,  
23 claim administration and defense expenses. At no time shall ICTC be responsible for the payment of  
24 any deductibles or self-insured retentions.

25 All policies of insurance required hereunder shall be endorsed to provide that the coverage shall  
26 not be cancelled except after 30 calendar day written notice has been given to ICTC. Upon issuance by  
27 the insurer, broker, or agent of a notice of cancellation, non-renewal, or reduction in coverage or in  
28 limits, Consultant shall furnish ICTC with a new certificate and applicable endorsements for such

1 policy(ies). In the event any policy is due to expire during the work to be performed for ICTC,  
2 Consultant shall provide a new certificate, and applicable endorsements, evidencing renewal of such  
3 policy not less than 15 calendar days prior to the expiration date of the expiring policy.

4 The General Liability and Automobile Liability insurance policies shall be written on an  
5 occurrence form. The General Liability (including ongoing operations and completed operations) and  
6 Automobile Liability insurance policies shall name ICTC, its members, board members, officers,  
7 officials, employees and agents as an additional insured. All such policies of insurance shall be  
8 endorsed so Consultant's insurance shall be primary and no contribution shall be required of ICTC, its  
9 members, board members, officers, officials, employees, agents or volunteers. The coverage(s) shall  
10 contain no special limitations on the scope of protection afforded to ICTC, its members, board members,  
11 officers, officials, employees and agents. The Workers' Compensation insurance policy shall contain a  
12 waiver of subrogation as to ICTC, its members, board members, officers, employees, agents and  
13 volunteers. Should Consultant maintain insurance with broader coverage and/or limits of liability  
14 greater than those shown above, ICTC requires and shall be entitled to the broader coverage and/or the  
15 higher limits of liability maintained by Consultant. Any available insurance proceeds in excess of the  
16 specified minimum limits of insurance and coverage shall be available to ICTC.

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

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

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

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

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

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



1 Consultant shall furnish ICTC with all certificate(s) and applicable endorsements effecting  
2 coverage required hereunder. **All certificates and applicable endorsements are to be received and**  
3 **approved by ICTC's Executive Director or his/her designee in his/her sole discretion prior to**  
4 **ICTC's execution of the AGREEMENT and before work commences.** In the event of any claim  
5 and/or litigation arising or alleged to have arisen out of this Agreement, Consultant shall immediately  
6 furnish ICTC with a complete copy of any insurance policy required under this Agreement, including all  
7 endorsements applicable to this Agreement, with said copy certified by the underwriter to be a true and  
8 correct copy of the original policy. This requirement shall survive expiration or termination of this  
9 Agreement.

10 If at any time during the life of the Agreement or any extension, Consultant or any of its sub-  
11 Consultants fail to maintain any required insurance in full force and effect, all work under this  
12 Agreement shall be discontinued immediately, until notice is received by ICTC that the required  
13 insurance has been restored to full force and effect and that the premiums therefore have been paid for a  
14 period satisfactory to ICTC. Any failure to maintain the required insurance shall be sufficient cause for  
15 ICTC to terminate this Agreement. No action taken by ICTC hereunder shall in any way relieve  
16 Consultant of its responsibilities under this Agreement.

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

26 If Consultant should subcontract all or any portion of the services to be performed under this  
27 Agreement, Consultant shall require each sub-Consultant to provide insurance protection in favor of  
28 ICTC, its members, board members, officers, officials, employees, agents and volunteers in accordance

1 with the terms of each of the preceding paragraphs, except that the sub-Consultant's certificates and  
2 endorsements shall be on file with Consultant and ICTC prior to the commencement of any work by the  
3 sub-Consultant.

4 18. ASSIGNMENT.

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

8 19. NON-DISCRIMINATION.

9 During the performance of this Agreement, CONSULTANT shall not unlawfully discriminate  
10 against any employee or applicant for employment or employee of ICTC or member of the public  
11 because of race, religion, color, national status, age, or sex. CONSULTANT shall ensure that the  
12 evaluation and treatment of its employees and applicants for employment and employees and members  
13 of the public are free of such discrimination. CONSULTANT shall comply with all provisions of the  
14 Fair Employment and Housing Act (Government Code §12900, *et seq.*). The applicable regulations of  
15 the Fair Employment Housing Commission implementing Government Code §12900 set forth in  
16 Chapter 5 of Division 4 of Title 2 of the California Administrative Code are incorporated into this  
17 Agreement by reference and made a part hereof as if set forth in full. CONSULTANT shall abide by the  
18 Federal Civil Rights Act of 1964 and all amendments thereto, and all administrative rules and  
19 regulations issued pursuant to said Act. CONSULTANT shall also abide by the American Disabilities  
20 Act and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act.  
21 CONSULTANT shall give written notice of its obligations under this clause to labor organizations with  
22 which it has a collective bargain or other agreement. CONSULTANT shall include the non-  
23 discrimination and compliance provision of this paragraph in all subcontracts to perform work pursuant  
24 to this Agreement.

25 20. NOTICES AND REPORTS.

26 20.1. All notices and reports pursuant to this Agreement shall be in writing and may be given  
27 by personal delivery or by mailing by certified mail, addressed as follows:  
28

1 **ICTC**

**CONSULTANT**

2 Attn: Executive Director  
3 Imperial County Transportation Commission  
4 1503 N. Imperial Ave., Ste 104  
5 El Centro, CA 92243

Attn: Project Manager  
AECOM Technical Services, Inc.  
One Penn Plaza, Suite 600  
New York, NY 10119

6 20.2. All notices and reports pursuant to this Agreement may be given by personal delivery or  
7 by mailing by certified mail at such other address as either Party may designate in a notice to the other  
8 Party given in such manner.

9 20.3. Any notice given by mail shall be considered given when deposited in the United States  
10 Mail, postage prepaid, addressed as provided herein.

11 21. ENTIRE AGREEMENT.

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

15 22. MODIFICATION.

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

18 23. PARTIAL INVALIDITY.

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

22 24. GENDER AND INTERPRETATION OF TERMS AND PROVISIONS.

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

1 25. WAIVER.

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

5 26. CHOICE OF LAW.

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

9 27. ATTORNEY'S FEES.

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

12 28. AUTHORITY.

13 Each individual executing this Agreement on behalf of CONSULTANT represents and warrants  
14 that:

15 28.1. He/She is duly authorized to execute and deliver this Agreement on behalf of  
16 CONSULTANT;

17 28.2. Such execution and delivery is in accordance with the terms of the Articles of  
18 Incorporation or Partnership, any by-laws or Resolutions of CONSULTANT and;

19 28.3. This Agreement is binding upon CONSULTANT accordance with its terms.

20 29. COUNTERPARTS.

21 This Agreement may be executed in counterparts.

22 30. REVIEW OF AGREEMENT TERMS.

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

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1 31. GENERAL LIMITING CONDITIONS.

2 a. The Deliverables are based on estimates, assumptions, information developed by  
3 CONSULTANT from its independent research effort, general knowledge of the industry, and  
4 information provided by and consultations with ICTC and ICTC's representatives. No responsibility is  
5 assumed for inaccuracies in data provided by the ICTC, the ICTC's representatives, or any third-party  
6 data source used in preparing or presenting the Deliverables. CONSULTANT assumes no duty to update  
7 the information contained in the Deliverables unless such additional services are separately retained  
8 pursuant to a written agreement signed by CONSULTANT and ICTC.

9 b. CONSULTANT's findings represent its professional judgment. Neither CONSULTANT  
10 nor its parent corporations, nor their respective affiliates or subsidiaries ("CONSULTANT Entities")  
11 make any warranty or guarantee, expressed or implied, with respect to any information or methods  
12 contained in or used to produce the Deliverables.

13 c. The Deliverables shall not to be used in conjunction with any public or private offering of  
14 securities, debt, equity, or other similar purpose where it may be relied upon to any degree by any  
15 person other than the ICTC. The Deliverables shall not be used for purposes other than those for which  
16 they were prepared or for which prior written consent has been obtained from CONSULTANT.

17 d. Possession of the Deliverables does not carry with it any right of publication or the right  
18 to use the name of CONSULTANT in any manner without the prior express written consent of  
19 CONSULTANT. No party may reference CONSULTANT with regard to any abstract, excerpt or  
20 summarization of the Deliverables without the prior written consent of CONSULTANT.  
21 CONSULTANT has served solely in the capacity of consultant and has not rendered any expert opinions  
22 in connection with the subject matter hereof. Any changes made to the Deliverables, or any use of the  
23 Deliverables not specifically identified in the Agreement between the ICTC and CONSULTANT or  
24 otherwise expressly approved in writing by CONSULTANT, shall be at the sole risk of the party making  
25 such changes or use.

26 e. The Deliverables were prepared solely for the use by the ICTC. No third party may rely  
27 on the Deliverables unless expressly authorized by CONSULTANT in writing (including, without  
28 limitation, in the form of a formal reliance letter). Any third party expressly authorized by

1 CONSULTANT in writing to rely on the Deliverables may do so only on the Deliverable in its entirety  
2 and not on any abstract, excerpt or summary. Entitlement to rely upon the Deliverables is conditioned  
3 upon the entitled party accepting full responsibility for such use, strict compliance with this Agreement  
4 and not holding CONSULTANT liable in any way for any impacts on the forecasts or the earnings  
5 resulting from changes in “external” factors such as changes in government policy, in the pricing of  
6 commodities and materials, changes in market conditions, price levels generally, competitive  
7 alternatives to the project, the behavior of consumers or competitors and changes in the ICTC’s policies  
8 affecting the operation of their projects.

9 f. The Deliverables may include “forward-looking statements”. These statements relate to  
10 CONSULTANT’s expectations, beliefs, intentions or strategies regarding the future. These statements  
11 may be identified by the use of words like “anticipate,” “believe,” “estimate,” “expect,” “intend,”  
12 “may,” “plan,” “project,” “will,” “should,” “seek,” and similar expressions. The forward-looking  
13 statements reflect CONSULTANT’s views and assumptions with respect to future events as of the date  
14 of the Deliverables and are subject to future economic conditions, and other risks and uncertainties.  
15 Actual and future results and trends could differ materially from those set forth in such statements due to  
16 various factors, including, without limitation, those discussed in the Deliverables. These factors are  
17 beyond CONSULTANT’s ability to control or predict. Accordingly, CONSULTANT makes no  
18 warranty or representation that any of the projected values or results contained in the Deliverables will  
19 actually occur or be achieved. The Deliverables are qualified in their entirety by, and should be  
20 considered in light of, these limitations, conditions and considerations.

21 32. CONSEQUENTIAL DAMAGES WAIVER. IN NO EVENT SHALL EITHER PARTY  
22 THEIR PARENTS, AFFILIATES AND SUBSIDIARIES OR THEIR RESPECTIVE DIRECTORS  
23 OFFICERS OR EMPLOYEES BE LIABLE TO THE OTHER FOR ANY INDIRECT, INCIDENTAL,  
24 SPECIAL, CONSEQUENTIAL OR PUNITIVE DAMAGES WHATSOEVER (INCLUDING,  
25 WITHOUT LIMITATION, LOST PROFITS, LOSS OF REVENUE, LOSS OF USE OR  
26 INTERRUPTION OF BUSINESS) ARISING OUT OF OR RELATED TO THIS AGREEMENT,  
27 EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.  
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1 33. RISK ALLOCATION AND RESTRICTION OF REMEDIES. THE PARTIES HAVE  
2 EVALUATED THE RESPECTIVE RISKS AND REMEDIES UNDER THIS AGREEMENT AND  
3 AGREE TO ALLOCATE THE RISKS AND RESTRICT THE REMEDIES TO REFLECT THAT  
4 EVALUATION. ICTC AGREES TO RESTRICT ITS REMEDIES UNDER THIS AGREEMENT  
5 AGAINST SERVICE PROVIDER, ITS PARENTS, AFFILIATES AND SUBSIDIARIES, AND  
6 THEIR RESPECTIVE DIRECTORS, OFFICERS, SHAREHOLDERS AND EMPLOYEES, SO THAT  
7 THE TOTAL AGGREGATE LIABILITY OF THE SERVICE PROVIDER SHALL NOT EXCEED  
8 THE ACTUAL PAID COMPENSATION FOR THE SERVICES. THIS RESTRICTION OF  
9 REMEDIES SHALL APPLY TO ALL SUITS, CLAIMS, ACTIONS, LOSSES, COSTS (INCLUDING  
10 ATTORNEY FEES) AND DAMAGES OF ANY NATURE ARISING FROM OR RELATED TO  
11 THIS AGREEMENT WITHOUT REGARD TO THE LEGAL THEORY UNDER WHICH SUCH  
12 LIABILITY IS IMPOSED. CLAIMS MUST BE BROUGHT WITHIN ONE CALENDAR YEAR  
13 FROM PERFORMANCE OF THE SERVICES UNLESS A LONGER PERIOD IS REQUIRED BY  
14 LAW.

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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:**

8  
9 \_\_\_\_\_  
10 **CRISTI LERMA**  
Secretary to the Commission

11 **CONSULTANT:**

12  
13  
14 By:    
\_\_\_\_\_ **DAVID SAMPSON** *William Anderson*  
Vice President

15 **APPROVED AS TO FORM:**

16 **KATHERINE TURNER**  
17 **COUNTY COUNSEL**

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19 By: \_\_\_\_\_  
Eric Havens  
20 Deputy County Counsel



**Exhibit B**

**Proposal for Imperial County Transportation Commission (ICTC) Public Transit Fare  
Analysis 2019**

**Dated March 29, 2019**

**Prepared by AECOM**

# VII. INFORMATION CALENDAR

- A. MOBILITY COORDINATION PROJECT UPDATE—  
FTA SECTION 5310 GRANT PROGRAM FOR  
ELDERLY AND DISABLED TRANSPORTATION  
SERVICES



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May 17, 2019

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

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

Dear Committee Members:

In February 2017, the Commission approved ICTC's submittal of a second three year FTA 5310 Grant application. The federal grant program includes funding for certain transit operational expenses and mobility coordination program functions, which include the position of Mobility Coordinator and Office Assistant with the Imperial Valley Transit which promotes all of the public services in Imperial County and in particular to the senior and disabled communities.

The staff has been engaged in the Mobility Coordination Program promoting all public services and discussing information with different agencies for continued communication.

The Regional Mobility Coordinator and administrative staff are still responsible in the implementation of the following programs:

1. Continue the implementation of the consultant prepared *2014 Human Services – Public Transit Coordinated Plan*, which included using a bilingual Mobility Coordinator to bridge the gap between current public transit service providers, human service agencies, social service agencies and the senior citizen and disabled communities of Imperial County.
2. Continue the implementation of the recommendations that the consultant prepared *2014 ADA Certification and Eligibility Process, Demand Management Project*. This includes the eligibility and certification process for the Americans with Disabilities paratransit service known as IVT Access.
3. Continue to promote, facilitate, educate, and help streamline transition between transportation services particularly for seniors and people with disabilities including scheduling mobility training.

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

An Amendment to the grant was executed in January 2019 that extends the grant funds through January 2020. Presentations and mobility trainings have been provided to social service agencies, service clubs and agencies such as Imperial County Behavioral Health. In addition, public outreach has continued to be provided for all the transit services within the Imperial County.

Attached, is a list of the coordination and training provided by the Mobility Coordinator directly, or with transit contractor's transit staff in the previous five months. The position has provided a needed and appreciated point of contact, including some personalized case management for the community, and in particular for seniors and persons with disabilities.

This item is presented for informational purposes.

Sincerely,



MARK BAZA  
Executive Director

MB/ksw/gg

attachment

# Regional Mobility Coordination and Training FY 2018-19

## 3<sup>rd</sup> Quarter Highlights

1      Transit Outreach                      Oct-18

The Mobility Coordinator participated in the 6<sup>th</sup> Annual Employment & Resource Fair hosted by Access to Independence where information regarding all of our transit services, especially IVT Access for the disabled community was provided to attendees. First Transit was present to address any transit operations questions.

2      Transit Outreach                      Oct-18

The Mobility Coordinator participated in the Bombay Beach Community Resource Fair hosted by Area Agency on Aging and the Bombay Beach Women's Club where information about all of the transit services was provided to attendees. First Transit was present to address any transit operations questions.

3      IVT Ride Alongs                      Nov-18

The Mobility Coordinator participated in three different ride alongs for the services of IVT Ride, IVT Access, and IVT fixed route in order to familiarize with the services and provide feedback.

4      Transit Outreach                      Nov-18

The Mobility Coordinator attended the Calworks Caregiver Appreciation Event where all of the transit services were promoted. First transit was present to address any transit operations questions.

5      Transit Outreach                      Nov-18

The Mobility Coordinator participated in the public informational session regarding the Short Range Transit Plan. The informational session was done in an open house format and information was given to the public both in English and Spanish.

6      Mobility Training                      Nov-18

The Mobility Coordinator coordinated a mobility training at the I.V. Blind Center, where a bus was taken to provide training as to how to use the bus and the facilities it provided such as the ramp and the lift. First Transit was present to address any transit operations questions and bus training.

7      IVT MedTrans Ride Along          Dec-18

The Mobility Coordinator participated in a ride along with IVT MedTrans to get to know the route and receive any input from the driver and passengers.

8      Safety Concern                      Dec-18

The Mobility Coordinator coordinated a pick up and drop off safety check along with First Transit safety manager in a residence in Brawley for a ADA Certified passenger.

9      Transit Outreach                      Jan-19

The Mobility Coordinator met with the Transportation Coordinator at Pioneers Memorial Hospital to provide information about the services and answer any questions/concerns he might have regarding IVT Access for his patients.

10     Transit Outreach                      Jan-19

The Mobility Coordinator attended the annual Senior Appreciation Day Event organized by Area Agency on Aging. All IVT services were promoted and we also registered seniors for IVT RIDE.

11     Disadvantaged Business Enterprise Training      Jan-19

The Mobility Coordinator attended a Disadvantaged Business Enterprise (DBE) Training in Tucson, Arizona to better assist the drafting of the updated DBE Plan for 2019.

12     IVT Vendor Policy                      Jan-19

The Mobility Coordinator participated in the discussion with Area Agency on Aging regarding the possibility for an IVT Vendor Policy which would allow them to start selling tickets for IVT branded transit services at their facility.

13     IVT Ride Alongs                      Jan-19

The Mobility Coordinator participated in two ride alongs for the IVT Gold line in Brawley and the IVT 3E fixed route line which goes from El Centro to Holtville.

14     Transit Outreach                      Feb-19

The Mobility Coordinator participated in a two-day event at IVC called '411 Event' to provide new students information regarding about all of our services but more specifically regarding the fixed route system and IVT Access. First transit was present to address any transit operations questions.

15     Timed Trial                              Feb-19

The Mobility Coordinator took part in a couple of timed trials and route recon along with First Transit for the IVT Blue Line to try to incorporate the new Clinicas de Salud facility in El Centro into the route.

16     Safety Concern                      Feb-19

The Mobility Coordinator coordinated a pick up and drop off safety check along with First Transit safety manager in a residence in El Centro for a ADA Certified passenger.

17      Unmet Transit Needs                      Feb-19

The Mobility Coordinator participated in the Unmet Transit Needs Hearing to listen to the people's comments and concerns regarding the transit services within the Imperial County.

18      Transit Outreach                              Feb-19

The Mobility Coordinator coordinated a Mobility Presentation for the Behavioral Health Center in Brawley to provide information regarding all of our services both in Spanish and English.

19      IVT Ride Alongs                                Feb-19

The Mobility Coordinator participated in two ride alongs for the IVT Green and IVT Blue Line fixed routes both in the city of El Centro.

20      Transit Outreach                              Mar-19

The Mobility Coordinator coordinated a Mobility Presentation for the El Centro Regional Medical Center Call Center to provide general information about all of the transit services in case they need to refer someone.

21      Triennial Review Workshop                  Mar-19

The Mobility Coordinator attended a Triennial Review Workshop at Orange County to better assist in the review process scheduled in the upcoming months.

22      IVT Ride Westshores                          Mar-19

The Mobility Coordinator participated in a discussion held at Coachella, CA with SunLine Transit regarding the possibility of IVT Ride-Westshores in going into the Coachella Valley on alternating Tuesdays as requested by the residents of Westshores.

23      Transit Outreach                              Mar-19

The Mobility Coordinator had an information booth at the Imperial Valley College Transition Fair at IVC. This gave ICTC an opportunity to promote transit services to the incoming IVC students and their parents. First Transit was present to address any transit operations questions.

24      Transit Outreach                              Mar-19

The Mobility Coordinator had a table at the 17<sup>th</sup> Annual Children and Families Health Fair at Niland. Information was provided to attendees regarding IVT Fixed route system and IVT Access for anyone that was interested. First Transit was present to address any transit operations questions.

25      Transit Outreach                              Mar-19

The Mobility Coordinator coordinated along with the IVT MedTrans manager the distribution of the updated IVT MedTrans brochures throughout the cities of Brawley and Imperial. Distribution for the other cities will continue the following month.

26      Safety Concern                      March-19

The Mobility Coordinator coordinated a pick up and drop off safety check along with First Transit safety manager in a residence in Holtville for a ADA Certified passenger.

27      Unmet Transit Needs                      March-19

The Mobility Coordinator participated in the second Unmet Transit Needs Hearing where the findings of the previous hearings were discussed by the panel members and recommendations were made for every comment made by the public.

28      IVT Ride Alongs                              March-19

The Mobility Coordinator participated in two ride alongs for the IVT Blue line and the IVT 2S fixed route going from El Centro to Calexico.