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**TRANSPORTATION COMMISSION  
AGENDA**

**WEDNESDAY, SEPTEMBER 25, 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: July 24, 2019 Page 4
- B. Receive and File:
1. ICTC Management Committee Draft Minutes: September 11, 2019
  2. ICTC TAC Minutes: July 25, 2019
- C. Review and amendment for the IVT MedTrans; Non-emergency Transportation to Medical Facilities in San Diego - Operating Agreement, FY 2018-19 Page 12

The ICTC Management Committee met on September 11, 2019 and forwards this item to the Commission for review and approval, after the receipt of public comment:

1. Authorize a FY 2018-19-year end payment to FIRST TRANSIT Inc. for the IVT MedTrans service, in an amount of \$4,903.79 from the transit services account (7416001) fund balance.

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

**V. INFORMATION / DISCUSSION CALENDAR**

- A. Update on the Southern Border Broadband Consortium (SBBC) Page 16  
*Presentation by Glenna Barrett, IVEDC*
- B. Update on the Brawley Transit Corridor Brownfield Assessment  
*Presentation by Sean Wilcock, IVEDC*
- C. Refunding/Savings Considerations for the LTA's 2012 Sales Tax Revenue Bonds Page 24  
*Presentation by Carmen Vargas, Ramirez & Co., Inc.*

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

- A. ICTC Executive Director
  - See attached Executive Director Report on page 30
- B. Southern California Association of Governments
  - See attached report on page 38
- C. California Department of Transportation – District 11
  - See attached report on page 44
- D. Commission Member Reports (if any)

**VII. ACTION CALENDAR**

- A. ICTC Overall Work Program (OWP) and Budget FY 2019-2020, Amendment #1 Page 60
- The ICTC Management Committee met on September 11, 2019 and forwards this item to the Commission for review and approval, after the receipt of public comment:
1. Approve the FY 2019-20 Overall Work Program and Transit Finance Plan Budget Amendment #1
- B. ICTC Safety and Emergency Preparedness Plan (SEPP) Page 64
- The ICTC Management Committee met on September 11, 2019 and forwards this item to the Commission for review and approval, after the receipt of public comment:
1. ICTC Safety and Emergency Preparedness Plan (SEPP)
- C. State Route 78/Glamis Multiuse Grade Separated Crossing Feasibility Study – Award Recommendation Page 67
- The ICTC Management Committee met on September 11, 2019 and forwards this item to the Commission for review and approval, after the receipt of public comment:
1. Approve the award of Consultant Agreement for the State Route 78/Glamis Multiuse Grade Separated Crossing to Kleinfelder in the amount of \$271,098.76.
  2. Authorize the Chairperson to sign the consultant agreement.

**VIII. MEETING DATE AND PLACE**

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, October 23, 2019 at 6:00 p.m.**, at the **County of Imperial Board Chambers**, at 940 W. Main Street, El Centro, CA.

**IX. ADJOURNMENT**

- A. Motion to adjourn

# **IV. CONSENT CALENDAR**

## **IV. CONSENT CALENDAR**

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

B. RECEIVE AND FILE :

1. ICTC MANAGEMENT COMMITTEE DRAFT  
MINUTES:  
September 11, 2019
2. ICTC TAC MINUTES:  
July 25, 2019

**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MANAGEMENT COMMITTEE  
DRAFT MINUTES OF September 11 2019  
10:30 a.m.**

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**VOTING MEMBERS PRESENT:**

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

**STAFF PRESENT:** Mark Baza, David Aguirre, Kathi Williams, Cristi Lerma**OTHERS PRESENT:** David Salgado, Javier Aguilar: SCAG; Beth Landrum, Jesus “Chi” Vargas, Jose Ornelas: Caltrans; Liz Zarate: City of El Centro

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The following minutes are listed as they were acted upon by the Imperial County Transportation Commission Management Committee and as listed on the agenda for the meeting held Wednesday, September 11, 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 10:44 a.m. Roll call was taken at 11:07 when a quorum was present.

**II. EMERGENCY ITEMS**

A. There were none.

**III. PUBLIC COMMENTS**

There were none.

**IV. CONSENT ITEMS**

A motion was made by [Chatwin](#) seconded by [Medina](#) to approve the consent calendar as presented, **Motion carried unanimously.**

- A. Approved Management Committee Minutes for July 10, 2019
- B. Received and Filed:
  - 1. ICTC Commission Meeting Minutes for July 24, 2019

- C. Review and amendment for the IVT MedTrans; Non-emergency Transportation to Medical Facilities in San Diego - Operating Agreement, FY 2018-19

The ICTC Management Committee met on September 11, 2019 and forwarded this item to the Commission for review and approval, after the receipt of public comment:

- 1. Authorize a FY 2018-19-year end payment to FIRST TRANSIT Inc. for the IVT



MedTrans service, in an amount of \$4,903.79 from the transit services account (7416001) fund balance.

## V. REPORTS

### A. ICTC Executive Director

Updates were provided by Mr. Baza regarding the following:

- The Executive Director was asked to speak in support of Secretary Kim on behalf of the Imperial County Transportation Commission at the Senate Confirmation Hearing on September 4, 2019 in Sacramento.
- The SR-78/Glamis Multiuse Grade Separated Crossing Feasibility Study will analyze and develop feasible design alternatives and locations for a Grade Separated Crossing (GSC) for Off-Highway Vehicle (OHV) use at or near SR-78 and the Union Pacific Railroad (UPRR) in Imperial County. The successful consultant will provide conceptual GSC design alternatives, analysis of site alternatives, public/stakeholder outreach and cost estimates for construction, operations and maintenance. The Request for Proposals was released July 3, 2019. Staff recommendations for consultant award will be presented in the month of September.
- The current schedule to begin construction on the I-8 / Imperial Avenue Interchange Reconstruction project is in FY 19/20. 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.
- 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 for SR 98. Cesar Chavez Blvd has been completed and open to the public. A ribbon cutting ceremony was held on June 26, 2019 at 9 a.m. at Cesar Chavez and 2<sup>nd</sup> St.

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

Updates were provided by Mr. Salgado regarding the following:

- The California Department of Housing and Community Development (HCD) provided their Regional Housing Need determination for the SCAG region last week – a total of 1,344,740 housing units that the six-county region must plan for in the October 2021 – October 2029 planning period. On Thursday September 5<sup>th</sup> at the SCAG Regional Council voted to reject the number provided outlining the specific reasons why. Once the objection is filed with justifications HCD will have 45 days after receiving the objection to respond with a final determination. SCAG is also concurrently working on the 3 methodologies for distributing the final RHNA numbers to the region. That process will be closed for public comment Sept. 13<sup>th</sup>. Numerous workshops and webinars have been provided as well as public hearings to gather comment from stakeholders regarding the proposed methodologies. All the information regarding the proposed methodologies can be found on the SCAG website under the “Housing and Land Use” Section. The information has also been distributed electronically.
- SCAG's Active Transportation Department has secured funding from the state Office of Traffic Safety (OTS) for another round of Go-Human advertising materials development and provision. If any agencies or stakeholders are interested in having materials provided for promotion of safe walking and biking and driver awareness,

there is a simple order form process for requesting materials. SCAG is looking for any creative ways to incorporate the materials into any of your facilities. The materials are created and provided to you at no cost. SCAG is working with a consultant to incorporate logos of those agencies which are interested as well as develop the signage to fit any specific marketing spaces or opportunities you may have available. Also, as a part of our ongoing efforts to provide resources to our members and stakeholders, we've developed a "Kit of Parts" designed to facilitate the demonstration of safe multi-modal temporary bicycle and pedestrian friendly infrastructure. SCAG also hosted a Traffic Safety Seminar on Wednesday August 7th from 10am to 3pm to gather stakeholders and local officials to develop traffic safety strategies at a local level cooperatively. The Safety Workshop was well attended and provided a forum for discussion around local issues. A panel of local experts and advocates including City of El Centro Planning, Caltrans Dist. 11 Planning, and Imperial County Public Health was convened to offer success stories and dialogue around next steps.

- September is California's Pedestrian Safety Month, dedicated to educating drivers and pedestrians about safe roadway habits and reducing the number of pedestrians killed and injured on California roadways. SCAG staff is conducting and promoting safety activities throughout September to support Pedestrian Safety Month and promote available resources for use during "Walktober," or Walking October, in an effort to reduce pedestrian fatalities and injuries. This ties into the current efforts under the "Go-Human" Campaign.

C. Caltrans Department of Transportation – District 11

Mr. Vargas provided the following updates:

- The I-8 concrete project is still scheduled to be completed by the end of the year. Other projects are also on time. No delays have been reported.
- Local Assistance updates included:
  - o Inactive Projects – The deadline to submit an invoice for inactive projects was August 20<sup>th</sup>, 2019. Currently, agencies with inactive projects are ICTC, County of Imperial, and the cities of Calexico and Imperial.
  - o The 2019 High Bridge Program Annual Survey is due September 10, 2019.
  - o Reminder to submit annual DBE and ADA certifications. The deadline was June 28, 2019.

Ms. Landrum had the following updates:

- Structural design review is still pending on the SR-86/Border Patrol Checkpoint project. Waiting on funding from the federal government.
- Caltrans, in coordination with the County of Imperial, Holtville and ICTC have developed a comprehensive package which will encourage commercial truck drivers traveling from the Calexico East Port of Entry to use the State Highway System rather than Orchard Road to access areas north and east of Imperial County. A citizen group has been involved with bringing their concerns about increased truck traffic, noise, and safety concerns to the involved agencies over the course of the last year. By working in partnership, we have developed several strategies that will educate, inform, and increase awareness of the changes for the trucking industry. This awareness campaign includes installing "no truck parking signs" in the residential area of Orchard Road, removing Orchard Road as a designated truck route, and installing guide signs to inform truckers of the preferred routes. Additional resources will include flyers placed at the Commercial Vehicle Enforcement Facility just north of the Calexico East POE, direct outreach to the trucking industry both in California and Mexico, and an enforcement effort by our partners at the CHP. It is anticipated that the above elements will be put into place by January 2020.
- Caltrans received concerns by residents as well as CBP officers regarding the intersection of SR-98 and Barbara Worth Road just outside of the City of Calexico. Traffic Operations developed a Traffic Investigative Report (TIR), which included

recommendations for increased signage to include “Cross Traffic Does Not Stop”, enhanced “Stop” signs, and refreshed pavement markings. It is anticipated that these improvements will be installed by November 2019.

- D. Committee Member Reports  
- There were none.

## VI. ACTION CALENDAR

- A. ICTC Overall Work Program (OWP) and Budget FY 2019-2020, Amendment #1

The ICTC Management Committee met on September 11, 2019 and forwarded this item to the Commission for review and approval, after the receipt of public comment:

1. Approve the FY 2019-20 Overall Work Program and Transit Finance Plan Budget Amendment #1

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

- B. ICTC Safety and Emergency Preparedness Plan (SEPP)

The ICTC Management Committee met on September 11, 2019 and forwarded this item to the Commission for review and approval, after the receipt of public comment:

1. ICTC Safety and Emergency Preparedness Plan (SEPP)

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

- C. State Route 78/Glamis Multiuse Grade Separated Crossing Feasibility Study – Award Recommendation

The ICTC Management Committee met on September 11, 2019 and forwards this item to the Commission for review and approval, after the receipt of public comment:

1. Approve the award of Consultant Agreement for the State Route 78/Glamis Multiuse Grade Separated Crossing to Kleinfelder in the amount of \$271,098.76.
2. Authorize the Chairperson to sign the consultant agreement.

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

## VII. INFORMATION / DISCUSSION CALENDAR

- A. Refunding/Savings Considerations for the LTA's 2012 Sales Tax Revenue Bonds

Ms. Carmen Vargas from Ramirez & Co., Inc. was present at the Management Committee meeting. She presented a refunding / savings consideration for participants of the 2012 sales tax revenue bonds. Due to the decrease in interests' rates there would be significant net savings for all agencies. Mr. Baza stated that this would not add years to the current agreement, however if all agencies agreed, an amendment to the pledge agreement would be needed. This information will also be taken to the LTA Board for their review and consideration.

**VIII. NEXT MEETING DATE AND PLACE**

The next meeting of the **Management Committee** is scheduled for **October 9, 2019** at the **City of El Centro, El Centro, CA.**

**IX. ADJOURNMENT**

A. Meeting adjourned at 11:36 a.m.



1503 N. IMPERIAL AVE., SUITE 104  
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**TECHNICAL ADVISORY COMMITTEE**  
**DRAFT MINUTES**

**July 25, 2019**

**Present:**

Lily Falomir	City of Calexico
Victor Garcia	City of Brawley
Abraham Campos	City of El Centro
Javier Luna	City of El Centro
Isabel Alvarez	City of Imperial
Veronica Atondo	County of Imperial
Joel Hamby	City of Westmorland

**Others:**

Virginia Mendoza	ICTC
Marlene Flores	ICTC
Benjamin Guerrero	Caltrans
Erwin Gojuangco	Caltrans
Joseph Chua	Caltrans
Felix de Leon Jr.	City of El Centro
David Salgado	SCAG
Paola Jaramillo	The Holt Group

1. The meeting was called to order at 10:09 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 June 27, 2019 (**Falomir/Atondo**) **Motion Carried.**
3. **Regional Climate Action Plan-** Ms. Mendoza provided a flowchart that illustrates the process of implementation federal funded projects. The flowchart was designed as tool for local agencies and county to highlight key processing and decision points from start to finish. Local agencies were able to provide their input on the process. ICTC will work on the Project Implementation Process for State funded projects. Ms. Atondo mentioned that the flowchart is a great tool for all agencies and county and if we can provide a copy or present the presentation on the next management meeting. Caltrans staff provided input to the process.
4. **ICTC Updates / Announcements**  
(Presented by ICTC Staff)
  - a. **Transit Planning Updates-** No updates were provided.

- b. **Transportation Planning Updates (By Virginia Mendoza):**
  - **Regional Climate Action Plan-** Ms. Mendoza provided information on the Regional Climate Action Plan. Consultant is on board and moving forward with this project. Agencies will be included and we will keep everyone updated on the process and additional information that the consultant might need from each agency.
  - **Traffic Circulation Plan-** Ms. Mendoza presented the traffic circulation plan to the City of Calexico Council on June 5, 2019 during their monthly council meeting. Ms. Mendoza provided a presentation in collaboration with KOA consultant. The Traffic Circulation Plan was taken to Commission on June 26<sup>th</sup>.
- c. **FFY 2018-19 Programmed Project Updates (By Virginia Mendoza):**
  - Update on State and Federal funding obligations. A complete list of programmed projects was provided as 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):**
  - Mrs. Mendoza provided a list of all LPP projects that were approved by the California Transportation Commission (CTC) during the May 2019 allocation vote. The list provides agencies with programming dates. If there are any updates to the LPP projects, ICTC will contact each agency.
- e. **LTA Updates (Virginia Mendoza):**
  - 2018 LTA Bond. City of Holtville already process their first request.
  - The City of Calexico and City of Brawley still have a balance on their respective 2012 LTA Bond accounts.
- 5. **SCAG Updates / Announcements:**
  - SCAG updates on upcoming events.
- 6. **Cities and County Planning / Public Works Updates:**
  - Local agencies gave an update on their local projects in progress.
- 7. **Caltrans Updates / Announcements (By Joseph Chua)**
  - Caltrans provided updates on:
    - DBE Methodology Updates: Mr. Benjamin Guerrero provided information on how agencies and county need to use the updated Local Assistance Procedures Manual Exhibit 9 D template to calculate Disadvantaged Business Enterprise (DBE) goals.
    - Inactive Projects: As of June 13, 2019, the inactive and future inactive list was updated. Action is required by the ICTC, and all cities. The next deadline to submit Inactive and Future Inactive Invoices is August 20, 2019.
    - Trainings: New Invoice Training for Local Agencies at Caltrans District Office on Wednesday, July 17, 2019.
  - Mr. Guerrero mentioned that beginning October 1, 2019, project sponsors must use LAPM Form 5-A to invoice for federal-aid projects. Agencies will no longer be able to use Billing Summaries. You can find the form on the Local Assistance website.
  - Active Transportation Program Training- Two-day training will be held on August 19-20, 2019 at Sacramento State University.
- 8. **General Discussion / New Business**
  - Ms. Mendoza provided a quick update on the SR-78 Glamis Feasibility Study. The project is moving forward and ICTC is leading the study along with Caltrans. Ms. Mendoza reminded everyone of the next TAC meeting on July 25, 2019.
- 9. Meeting adjourned at 11:30 a.m.

## **IV. CONSENT CALENDAR**

- C. Review and amendment for the IVT MedTrans; Non-emergency Transportation to Medical Facilities in San Diego - Operating Agreement, FY 2018-19



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

September 19, 2019

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

**SUBJECT:** Review and amendment for the **IVT MedTrans**; Non-emergency Transportation to Medical Facilities in San Diego - Operating Agreement, FY 2018-19

Dear Commission Members:

From 1994 through 2016, **Medexpress** had been the public non-emergency transportation to medical facilities in the San Diego County area and had been in existence without any service changes since 1994. The service operated four days a week for disabled and transit dependent persons, focusing on getting children to Rady's Hospital for specialized services. The **IVT MedTrans** service was created in 2016 and replaced the **Medexpress** service model with expansion in the scope of services.

The service has completed its third year of operation in its three-year demonstration phase. Several items were observed during the first three years.

1. The service is continuing to attract new riders and is operating with unsold seats. The unrealized fare revenue contributes to a subsidy shortfall.
2. The first bus to depart typically has more passengers than the second bus. The departure time of the second bus was changed and increased ridership slightly, because passengers will then be able access appointments earlier in the day.
3. There have been a number of trips whereby the bus has been delayed due to passengers who almost miss the return trip pick up due to delayed medical appointments or other reasons. On several occasions, a third vehicle has been dispatched to San Diego to recover these passengers, adding additional hours and mileage expense.
4. Public outreach has continued by ICTC and First Transit staff.
5. First Transit continues to pursue vendor relationships where vouchers are appropriate to facilitate the sale of seats.
6. The fare price was recently increased, and an additional fare increase is anticipated January 2020. Passenger ridership has not decreased as a result of the fare increase.
7. Additionally, the farebox ratio was adjusted downward from the 15% to 10%.

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



As a result of not attaining the projected 15% fare revenue goal in FY 2016-17, the contractor did not receive the compensation amount that meets the operational cost of the service. First Transit requested and the Commission approved an additional year end payment for FY 2016-17 in an amount of \$32,202.56.

As a result of not attaining the projected 15% fare revenue goal in FY 2017-18, the contractor did not receive the compensation amount that meets the operational cost of the service. First Transit has requested an additional year end payment for FY 2017-18 in an amount of \$31,957.45.

As a result of not attaining the projected 15% fare revenue goal in FY 2018-19, the contractor did not receive the compensation amount that meets the operational cost of the service. First Transit has requested an additional year end payment for FY 2018-19 in an amount of \$4,903.79.

New transit services can take several years to mature. First Transit and ICTC staff have agreed on several actions mentioned previously, and both entities have taken measures to ensure the continued success of operations.

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

1. Authorize a FY 2018-19-year end payment to FIRST TRANSIT Inc. for the IVT MedTrans service, in an amount of \$4,903.79 from the transit services account (7416001) fund balance.

Sincerely,

MARK BAZA  
Executive Director

BY:

  
David Aguirre  
Transit Program Manager

August 27<sup>th</sup>, 2019

Mr. Mark Baza  
Executive Director  
Imperial County Transportation Commission  
1503 N. Imperial Ave. Suite 104  
El Centro, CA 92243

792 E Ross Ave  
El Centro, CA 92243  
Tel: 760-482-2900

Re: Subsidy shortfall IVT Med Trans

Dear Mr. Baza,

According to the budget operational cost analysis for the FY 18-19 Med Trans service, the expense has exceeded the available subsidy. In June, the last month of the fiscal year, the cost of service, less collected fares, was \$33,131.83. The actual subsidy paid that month was \$28,228.04 leaving a shortfall of \$4,903.79 unpaid.

First Transit believes it has been performing the service as expected and requests that a budget adjustment be made to cover the deficit.

Last fiscal year every time there were no passengers, First Transit did not send buses to avoid unnecessary extra revenue hours. To avoid another deficit this current fiscal year, the fares for Med Trans have been increased 23.3%.

Thank you for the consideration of this request. Please let me know if additional information is needed.

Sincerely,



Cesar Sanchez  
General Manager, First Transit  
Imperial Valley Transit

C: Kathi Williams  
David Aguirre  
Jose Guillen

# V. INFORMATION CALENDAR

## A. UPDATE ON THE SOUTHERN BORDER BROADBAND CONSORTIUM (SBBC)

# SOUTHERN BORDER BROADBAND CONSORTIUM

IMPERIAL VALLEY ECONOMIC DEVELOPMENT CORPORATION

- The Southern Border Broadband Consortium was formed to fulfill the goals of the Broadband Initiative to bridge the Digital Divide and was awarded to the Imperial Valley Economic Development Corporation (IVEDC) May 2017, and the Imperial County Transportation Commission is our Fiscal Agent.
- The funds come from the California Advanced Services Fund (CASF) Rural and Regional Urban Consortia Account (Consortia Account) , which is funded by a portion of your cell phone bills.
- IVEDC was awarded funding to be spent over three years to further broadband deployment, access and/or adoption in the Southern region of California (Imperial and San Diego Counties). The budget is on the CPUC's website, but if you would like to see it please send me an email.

## PROJECTS FOR THE THIRD YEAR

- **Continue to work with local stakeholders to identify, prioritize and advance digital access projects**
- **Facilitate and promote broadband education**
- **Conduct community and business surveys**
- **Work with the Boys and Girls Club of IV and the Workforce Development Board to create Digital Literacy Centers throughout Imperial County.**
- **Form a Preferred Scenario for 98% deployment in Imperial County and present to the California Advanced Service Fund and the CPUC in January 2020.**
- **Work with Spectrum to install five Wi-Fi towers in Imperial County.**



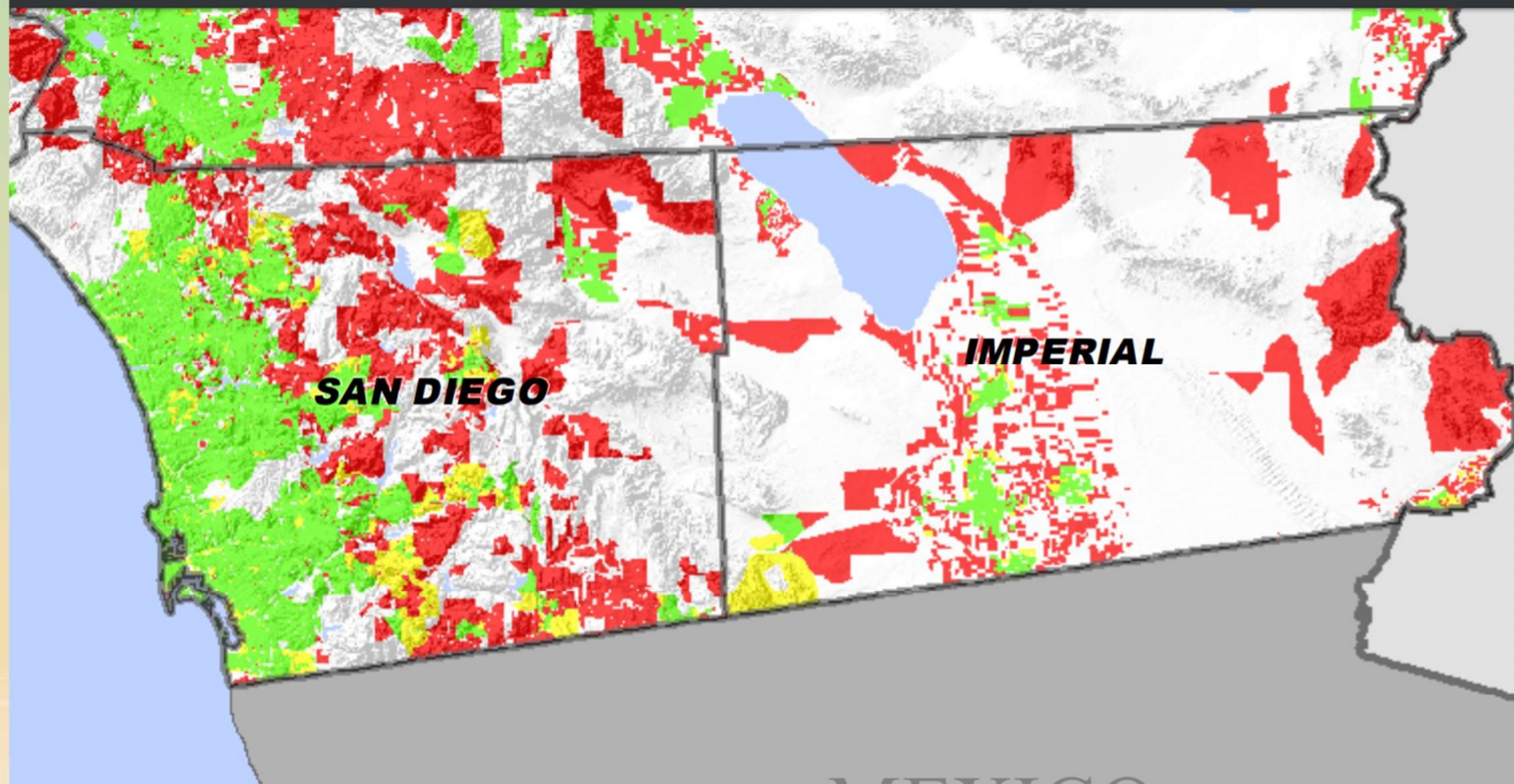
## Mobile Broadband Testing

CalSPEED is an open source, non-proprietary, network performance measurement tool and methodology created for the California Public Utilities Commission, funded originally via a grant from the National Telecommunications and Information Administration.

CalSPEED is now funded through the California Advanced Services Fund. CalSPEED uses a methodology pioneered by Novarum. The software measurement system is created and maintained by a team at California State University Monterey Bay.

CalSPEED mapping and measurement field operations are managed by the Geographic Information Center at California State University at Chico. Statisticians at CSU Monterey Bay assist the team with detailed geographic and statistical analysis of the dataset.







Don't forget about the Imperial Valley Hemp Expo  
September 27-28<sup>th</sup>!

Any Questions?

Glenna Barrett  
[glenna@ivedc.com](mailto:glenna@ivedc.com)



# V. INFORMATION CALENDAR

## B. UPDATE ON THE BRAWLEY TRANSIT CORRIDOR BROWNFIELD ASSESSMENT

# V. INFORMATION CALENDAR

## C. REFUNDING / SAVINGS CONSIDERATION FOR THE LTA'S 2012 SALES TAX REVENUE BONDS

September 6, 2019



## Refunding Considerations



Los Angeles Office:  
445 S. Figueroa Street, Suite 2310  
Los Angeles, CA 90071  
Tel: (213) 627-2116

New York Office:  
61 Broadway, 29th Floor  
New York, NY 10006  
Tel: (212) 378-7127

## Taxable Advance Refunding Summary

- **\$32.08 million** of the **LTA's 2012 Bonds** are callable on 6/1/2022 can be advance refunded for an aggregate **PV Savings of \$1.48 million** or **4.60% of refunded par**
  - If rates increased by **50 bps**, the refunding would generate **PV savings of \$616,128** or **1.92% of refunded par**
  - If rates decreased by **50 bps**, the refunding would generate **PV savings of \$2.39 million** or **7.45% of refunded par**

2019 Refunding Sales Tax Revenue Bonds						
	City of Brawley	City of Calexico	City of Calipatria	City of Imperial	County of Imperial	Total
Delivery Date	10/17/2019	10/17/2019	10/17/2019	10/17/2019	10/17/2019	10/17/2019
Bond Par Amount (\$)	5,480,000	10,105,000	1,545,000	4,145,000	14,365,000	35,640,000
Refunded Series	2019A	2019B	2019C	2019D	2019E	2019A-E
Par Amount of Refunded Bonds (\$)	4,860,000	9,155,000	1,370,000	3,675,000	13,015,000	32,075,000
<b>Net PV Savings (\$)</b>	<b>386,267</b>	<b>284,396</b>	<b>108,931</b>	<b>292,267</b>	<b>404,036</b>	<b>1,475,897</b>
<b>Net PV Savings (% of Refunded)</b>	<b>7.95%</b>	<b>3.11%</b>	<b>7.95%</b>	<b>7.95%</b>	<b>3.10%</b>	<b>4.60%</b>
Escrow Yield	1.44%	1.44%	1.44%	1.44%	1.44%	1.44%
Arbitrage Yield	2.51%	2.51%	2.51%	2.51%	2.51%	2.51%
Negative Arbitrage (\$)	138,274	257,786	38,978	104,559	366,477	906,074
True Interest Cost	2.55%	2.55%	2.55%	2.55%	2.55%	2.55%
Average Life	7.247	8.006	7.696	7.96	8.007	7.883

# Current Market Dynamics: Major Influences on Global Markets

## 1) Global Markets

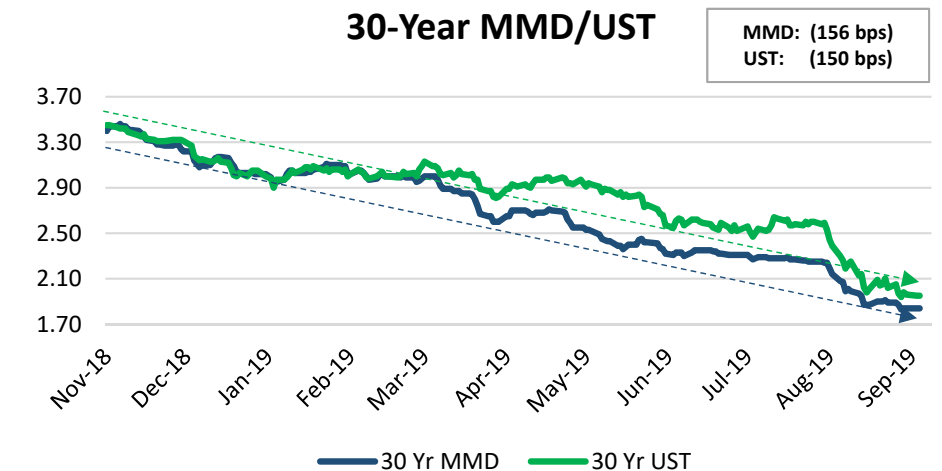
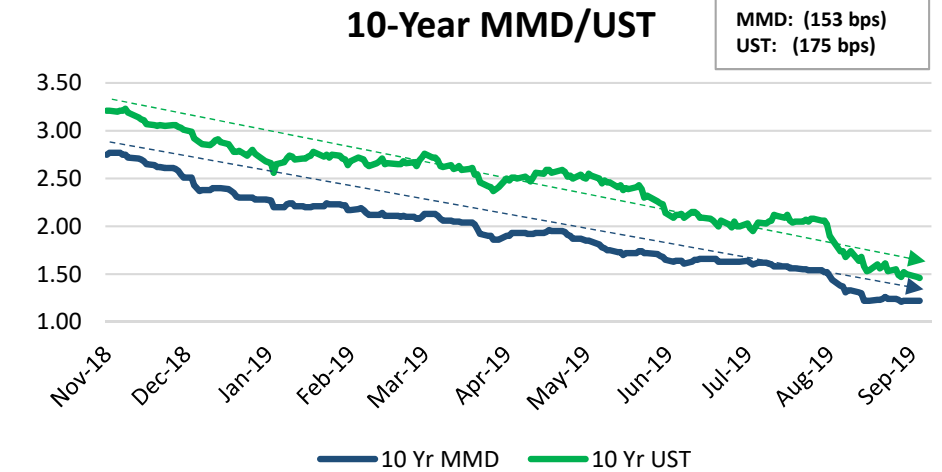
- The week began with Pres. Trump at the G7 summit saying that he believes China “very badly” wants to make a trade deal.
- On Tuesday, Chinese officials questioned the statements Pres. Trump made about trade discussions – equities were lower – volatile session as investors digested trade talks
- On Wednesday, the 30Y UST hit an all-time low of 1.91%
- This week, employment report for August will be released on Friday
- Hong Kong protests continue

## 2) Municipals

- Municipals mightily underperformed this week as there was acute resistance to absolute level of rates from the buyer base
  - Even with sizable adjustments to yields, there wasn’t much follow-through and underwriters had to position significant portions of deals
- Week ending August 28th, municipal mutual funds were positive for the 34th consecutive week with \$1.536 billion of inflows bringing YTD total \$42.762 billion of inflows
- \$6.5 billion expected to price: \$5.0 billion negotiated to be led by State of California \$2.29 billion pricing on Thursday and Massachusetts \$600 million pricing on Thursday. \$1.5 billion competitive to be led by MTA \$1 billion pricing on Wednesday

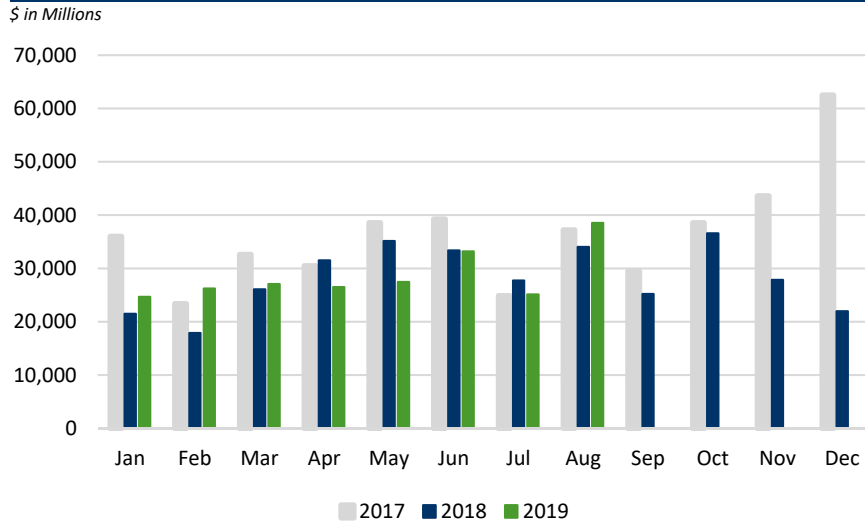
### UST/MMD Movements Since Market Highs in November

in percentage

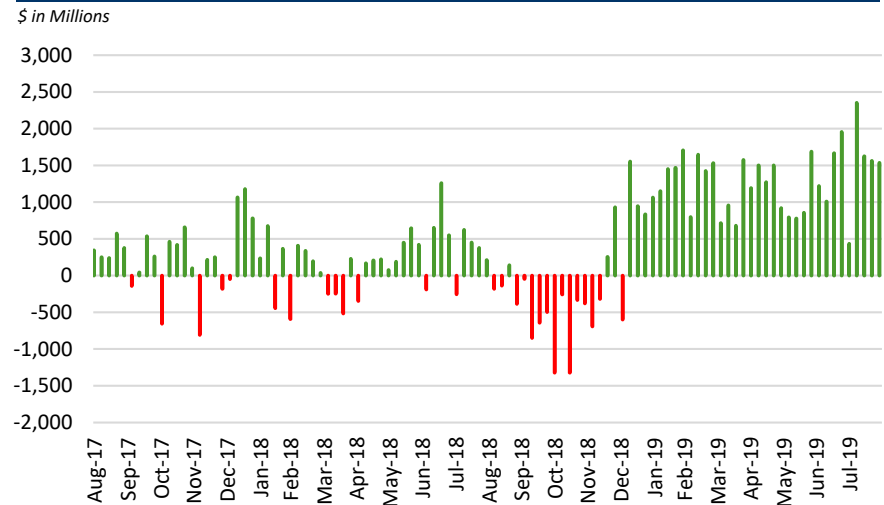


# Market Technicals Have Driven Absolute Yields and Spreads to Historic Lows

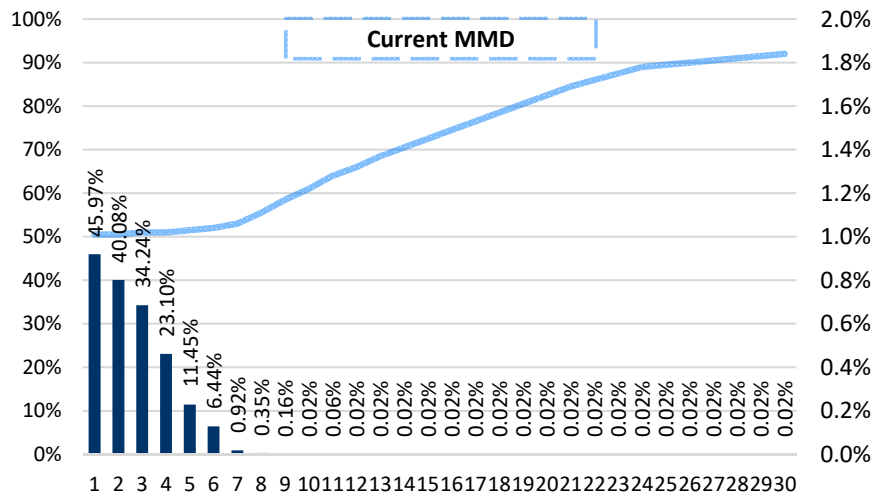
## New Issuance Volume



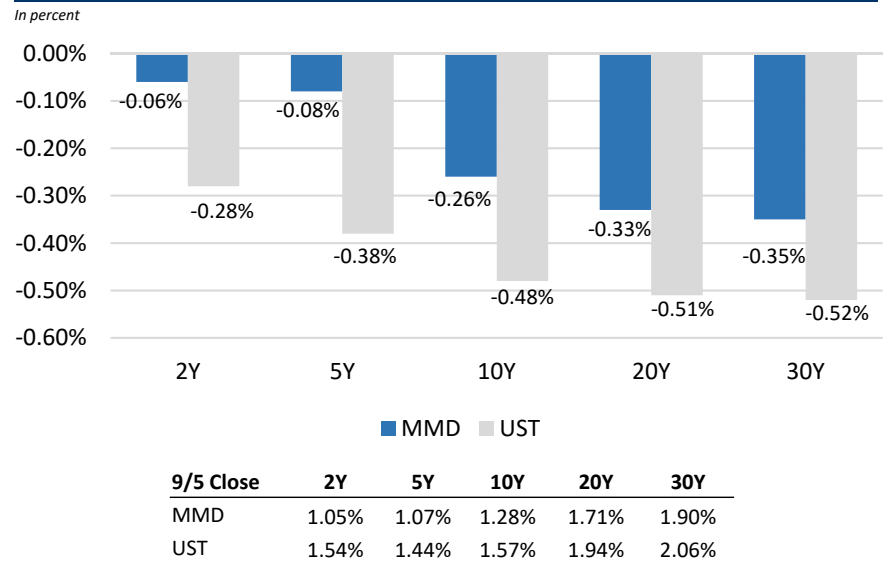
## Muni Fund Inflows Total \$42.76Bn YTD (34<sup>th</sup> Consecutive Wk)



## % of Time MMD Has Been Lower Since 1999



## MMD and UST Movement Since July 24, 2019



Source: Bond Buyer and Thomson Reuters as of close 9/5/2019

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# **VI. REPORTS**

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



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## Memorandum

**Date:** September 16, 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 ICTC Commission Meeting on September 25, 2019.

- 1) **Senate Confirmation of David S. Kim as Secretary of Transportation:** The Executive Director was asked to speak in support of Secretary Kim on behalf of the Imperial County Transportation Commission at the Senate Confirmation Hearing on September 4, 2019 in Sacramento.
- 2) **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. The Bill was approved on Consent with the Assembly Transportation Committee on April 22, 2019, and on Consent with the Senate Transportation Committee on June 11, 2019. The Governor signed the Bill on June 26, 2019. AB 335 will become effective in January 2020. *ICTC will have on-going meetings with the City of El Centro and County of Imperial Public Works Department to carry out the transition of the Imperial Valley Resource Management Authority (IVRMA) and the Service Authority for Freeway Emergencies (SAFE).*
- 3) **SR-78/Glamis Multiuse Grade Separated Crossing Feasibility Study:** The study will analyze and develop feasible design alternatives and locations for a Grade Separated Crossing (GSC) for Off-Highway Vehicle (OHV) use at or near SR-78 and the Union Pacific Railroad (UPRR) in Imperial County. The successful consultant will provide conceptual GSC design alternatives, analysis of site alternatives, public/stakeholder outreach and cost estimates for construction, operations and maintenance. The Request for Proposals was released July 3, 2019. *Staff recommendations for consultant award will be presented in the month of September.*
- 4) **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. The project is currently in the environmental phase.*

- 5) **Imperial County Regional Climate Action Plan:** *Imperial County Regional Climate Action Plan: After the kick-off meeting on June 28, 2019, ICTC established Project Management Procedures and Communication Protocols with the Consultant as well as reviewing the Scope of Work and Schedule. The consultant has initiated the data needs and relevant Plans/ Studies list and ICTC has initiated a contacts list for each member agency and additional data sources/stakeholders. Next steps will include: Confirming Technical Working Groups Members as well as identifying key internal and external stakeholders.*
- 6) **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  $\frac{3}{4}$  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. On September 9, 2019, ICTC staff attended a meeting at the West Shores Senior Center to inform the attendees about IVT Ride West Shores and the updates to the service. On September 11, 2019 the Regional Mobility Coordinators distributed IVT Ride West Shores brochures in the West Shores High School, West Shores Elementary School and Senior Center. Staff will continue outreach efforts within the area.*
- 7) **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.*
- 8) **Calxico East Port of Entry Bridge Expansion over the All-American Canal Project:** *The Project proposes to widen the bridge over the All-American Canal at the U.S./Mexico border approximately 0.7 miles south of State Route (SR) 7. The project proposes to widen the existing structure by adding four-lanes: Two New Northbound Auto Lanes and Two New Northbound Commercial Vehicle Lanes. In May 2018, Caltrans and ICTC received \$3,000,000 from the California Transportation Commission and the Trade Corridor Enhancement Program (TCEP) to complete the Project Approval and Environmental Document (PA/ED) for the project. In June 2018, Caltrans completed a Project Initiation Document (PID). In Fall of 2018, the PA/ED phase was initiated by Caltrans, technical studies for the National Environment Policy Act (NEPA) document under Federal Highway Administration as the NEPA lead are in progress and is scheduled for completion in May 2020. In December, ICTC in partnership with Caltrans was awarded \$20 million under the U.S. Department of Transportation's BUILD discretionary grant program to complete the Design-Build construction phase. ICTC proposes to deliver the project under Design-Build process, with ICTC leading the Request for Qualifications in Fall 2019 and Request for Proposals in August 2020 for Design and Construction teams. The Design-Build phase is scheduled to begin in February 2021. As described above, NEPA studies are in progress and scheduled for approval in May 2020. Upon NEPA approval, ICTC will request authorization for the \$20 million in federal funding and proceed with the Request for Proposals for Design-Build in Fall 2020.*
- 9) **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. A draft of 90% plans are scheduled for completion in October 2019.*

- 10) **State Route 98 from Ollie to Rockwood:** *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 for SR 98. Cesar Chavez Blvd has been completed and open to the public. Additional funds were allocated for the expansion: \$2 million of 2016 Earmark repurposing, \$1.63 million from Demo funds and \$1 million from Traffic Congestion Relief funds, a total of \$4.63 million additional funds.*
- 11) **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. The award recommendation was approved at the May 22, 2019 Commission meeting. AECOM was selected to complete the Analysis. A project kick-off meeting was held on June 20, 2019 and the study is underway.*
- 12) **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.*
- 13) **SR-186 Bridge Replacement over the All-American Canal:** *Caltrans has completed 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.*
- 14) **Imperial Mexicali Binational Alliance Meeting:** *The next IMBA meeting is scheduled for September 19, 2019 at the ICTC offices. The meeting will include a brief overview of the Calexico West/Mexicali I Port of Entry Expansion Project by ICTC and Secretaria de Infraestructura y Desarrollo Urbano (SIDUE). Economic Development Updates and presentations from Dr. Raul Garnier from the Mexicali Medical Cluster and a presentation by Mr. Miguel Figueroa from the City of Calexico on the Calexico Downtown area.*
- 15) **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.*
- 16) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** *\$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues of RMRA for the Cities and the County of Imperial for FY 2018/2019. This list of*

projects for all cities and the county can also be found on the ICTC website at: <http://www.imperialctc.org/senate-bill-1/>

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

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

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

<b>Agency</b>	<b>RMRA Amount FY 2019-2020</b>
Brawley	\$453,796
Calexico	\$681,911
Calipatria	\$127,530
El Centro	\$766,589
Holtville	\$107,602
Imperial	\$320,638
Westmorland	\$38,483
County of Imperial	\$7,501,204
<b>TOTAL</b>	<b>\$9,997,753*</b>

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

- 17) **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 recently completed improvements to SR 78 and provided on street concrete bus pads with an approximate value of \$80,000. ICTC recently met with the City of Brawley Staff to discuss incorporating the relocation of the bus stop at Pioneers Memorial Hospital as part of an upcoming City of Brawley capital project. *Funding previously set aside for the Rio Vista Project was approved and reallocated towards the Pioneers Memorial Hospital Project at the July 2019 commission meeting. The project is currently in the procurement phase as part of a larger scale construction project associated with Legion Road.*

- 18) **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 analysis and implementation planned at the October 2019 commission meeting.*
- 19) **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.
- 20) **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)

- 21) **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	Complete for Design. They will submit by end of 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	It's been Obligated
El Centro	Imperial Ave. Extension South	RSTP	CON	\$653,000	\$3,197,000	\$3,850,000	Submitted the RFA 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	E76
Imperial County	Conservation easement, access improvements, parking facilities at Desert Museum	EARMARK	CON	\$720,000	\$0	\$720,000	E76
Imperial County	Rio Vista St. in Community of Seeley	CMAQ	CON	\$145,000	\$19,000	\$162,000	Submitted. Waiting approval from Caltrans
Imperial County	Sidewalk improvements on Rio Vista St. in Seeley	CMAQ	CON	\$1,189,000	\$178,000	\$1,365,000	Early June to submit
<b>Regional Total FY2018/2019</b>						<b>\$8,997,000</b>	

22) **Partnerships with IVEDC:**

- a) Southern Border Broadband Consortium (SBBC): ICTC in partnership with IVEDC received a California Advanced Services Regional Consortia Grant award of \$450,000 from their Rural and Regional Consortia

program. The grant covers a 3-year period. ICTC is fiscal agent and developed an MOU which defines roles and responsibilities (Audits, Administration and Project Management) for ICTC and IVEDC. *Since the projects approval, IVEDC staff Sean Wilcock designed a new logo for SBBC to assist the clarity in larger marketing materials. An update was presented to the Commission at the August 2018 meeting. Currently, the project is in year two of the contract. In year two/quarter two, Ms. Barrett began working with other consortiums on the Caltrans Strategic Corridors Plan. SBBC submitted corridors that would need better broadband sources in Imperial and San Diego Counties. A new staff was hired during this time; Mr. Rene Pollard has been attending meetings with Ms. Barrett since September. An Area Agency on Aging (AAA) Board Meeting was attended in October, along with another AAA event in Bombay Beach; and SBBC is planning to attend more AAA events to assist seniors attain internet access in their homes. The SBBC staff designed a USB with both their logo and AAA's logo to hand out to seniors when they complete the "internet needs questionnaire" and has worked as a great incentive. Quarter two will concluded with a quarterly meeting on February 8th at the Caltrans District 11 offices. Staff continues to reach out to schools and is scheduled to attend the Calipatria School District Resource Fair this Spring.*

- b) **The Brawley Transit Corridor Brownfield Assessment:** ICTC in partnership with IVEDC received a U.S. Environmental Protection Agency (EPA) Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency's Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13-mile Imperial Valley Transit's (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and has developed an MOU which will define roles and responsibilities (Audits, Administration and Project Management) or ICTC and IVEDC. SCS Engineers have initiated early Tasks that include the Quality Assurance Project Plan (QAPP) and project management plan as required by EPA. The Steering Committee consisting of agency partners and stakeholders met on August 22, 2018. The draft QAPP is nearing completion. The first community outreach meeting was held on October 11, 2018. The consultant and IVEDC presented an overview of the project and the opportunities available for property owners to consider participating and requesting Phase 1 or 2 Brownfield Assessments. *Currently we are processing 4 Property Eligibility applications with the Dept. of Toxic Substance Control (DTSC) which will be later submitted to the Environment Protect Agency for final approval. All 4 of these properties are seeking to redevelop or sell properties for redevelopment within the project's subject area. These properties will be processed for Phase 1 and potentially Phase 2 Environmental Site Assessments to clear them of contamination concern or evaluate them for site cleanup planning if necessary.*
- 23) **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 August 2019 is attached for your review.*
- 24) **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.*
- 25) **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.*
- 26) **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.

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

- July 30, 2019 – CalCOG CDAC Meeting in Sacramento, CA
- August 7, 2019 – Economic Growth Partnership in Rancho Mirage, CA
- August 7, 2019 – SCAG FTIP Database Training (video conference attended by staff)
- August 8, 2019 – Caltrans Invoice Training (attended by staff)
- August 13, 2019 – County of Imperial Board of Supervisor’s Meeting (attended by staff)
- August 14-15, 2019 – IVT Ride Sign-ups in Calexico (attended by mobility staff)
- August 14, 2019 – SR 78 / Glamis Feasibility Study Proposal Evaluations (attended by staff)
- August 20, 2019 – Microsoft Excel Training in San Diego (attended by staff)
- August 20, 2019 – RHNA Methodology Hearing (video conference)
- August 21, 2019 – Meeting with the City of El Centro regarding COG programs transition
- August 22, 2019 – CalVans TAC Meeting (teleconference)
- August 26, 2019 – SR 78 / Glamis Feasibility Study Proposal Consultant Interviews
- August 28, 2019 – SB 617 Meeting in Heber, CA
- September 3-5, 2019 – TAM Roundtable in St. Louis (attended by staff)
- September 4, 2019 – ICTC SSTAC Meeting at ICTC office
- September 4, 2019 – Senate Confirmation Hearing
- September 5, 2019 – SCAG Regional Council Meeting in Los Angeles, CA



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS  
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## Memorandum

**Date:** September 20, 2019  
**To:** ICTC Management Committee Meeting  
**From:** David Salgado, Regional Affairs Officer (RAO)  
**Re:** **Southern California Association of Government’s (SCAG) 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 September 25, 2019.

- 1. RHNA Update – August 2019:** The California Department of Housing and Community Development (HCD) provided their Regional Housing Need determination for the SCAG region last week – a total of 1,344,740 housing units that the six-county region must plan for in the October 2021 – October 2029 planning period.

On Thursday September 5<sup>th</sup> at the SCAG Regional Council voted to reject the number provided outlining the specific reasons why. Once the objection is filed with justifications HCD will have 45 days after receiving the objection to respond with a final determination.

SCAG is also concurrently working on the 3 methodologies for distributing the final RHNA numbers to the region. That process will be closed for public comment Sept. 13<sup>th</sup>. Numerous workshops and webinars have been provided as well as public hearings to gather comment from stakeholders regarding the proposed methodologies. All the information regarding the proposed methodologies can be found on the SCAG website under the “Housing and Land Use” Section. The information has also been distributed electronically. Please be advised SCAG will be holding numerous public workshops and outreach efforts to share the proposed methodologies and their potential effects on the region.

- 2. SCAG GO-HUMAN Marketing Materials:** SCAG’s Active Transportation Department has secured funding from the state Office of Traffic Safety (OTS) for another round of Go-Human advertising materials development and provision. If any agencies or stakeholders are interested in having materials provided for promotion of safe walking and biking and driver awareness, there is a simple order form process for requesting materials. SCAG is looking for any creative ways to incorporate the materials

into any of your facilities. **The materials are created and provided to you at no cost.** SCAG is working with a consultant to incorporate logos of those agencies which are interested as well as develop the signage to fit any specific marketing spaces or opportunities you may have available.

Also as a part of our ongoing efforts to provide resources to our members and stakeholders, we've developed a "Kit of Parts" designed to facilitate the demonstration of safe multi-modal temporary bicycle and pedestrian friendly infrastructure.

SCAG also hosted a Traffic Safety Seminar on Wednesday August 7<sup>th</sup> from 10am to 3pm to gather stakeholders and local officials to develop traffic safety strategies at a local level cooperatively. The Safety Workshop was well attended and provided a forum for discussion around local issues. A panel of local experts and advocates including City of El Centro Planning, Caltrans Dist. 11 Planning, and Imperial County Public Health was convened to offer success stories and dialogue around next steps.

- 3. SCAG Connect So-Cal Elected Official Workshop:** Upon the approval and release of the DRAFT Connect SOCAL Plan in November 2019, as planned, SCAG will be required to hold an elected official workshop in Imperial County. That workshop is tentatively scheduled for Wednesday December 11<sup>th</sup>, 2019 prior to the ICTC Commission Meeting, from 5pm to 6pm. We welcome all elected official participation and attendance as we work to inform our partners about the important aspects of the plans development and its effect on our region moving forward.
- 4. CONNECT SO-CAL Website:** The official website is now live for Connect SoCal, SCAG's Regional Transportation Plan/Sustainable Communities Strategy. The newly launched page, ***connectsocial.org***, offers a clear and user-friendly way to get updates about the ongoing process of building the plan. Check it out!

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

SCAG is working to have the DRAFT Connect SOCAL out for public review in November 2019 with a tentative approval date in April 2020. SCAG is working hard to ensure the Connect SOCAL plan compliments and takes into consideration the RHNA process as they are both critical components to the future development and success of the SCAG region. There are a number of elements being

developed as a part of Connect SOCAL. These include a Job Centers Strategy, SoCal Electric Vehicle Strategy, Transportation Safety Element, and a Goods Movement Environmental Strategy.

5. **Pedestrian Safety Month:** September is California’s Pedestrian Safety Month, dedicated to educating drivers and pedestrians about safe roadway habits and reducing the number of pedestrians killed and injured on California roadways. SCAG staff is conducting and promoting safety activities throughout September to support Pedestrian Safety Month and promote available resources for use during “Walktober,” or Walking October, in an effort to reduce pedestrian fatalities and injuries. This ties into the current efforts under the “Go-Human” Campaign.
  
6. **Regional Housing Needs Assessment (RHNA) Working Group:** As a part of the upcoming RHNA Cycle SCAG President Alan Wapner has appointed 2 elected officials from each SCAG county to participate in the SCAG RHNA Working Group. The group will meet periodically to ensure participation from each county throughout the RHNA development process. Imperial Counties representative is City of Holtville Councilman, ICTC Commissioner, and SCAG Regional Council and Policy Committee Member Jim Predmore with Councilman Bill Hodge as the alternate. Please feel free to contact SCAG RAO David Salgado with any questions regarding RHNA or reach out to your local delegate to carry any concerns to the presidents sub-committee. We appreciate everyone’s responsiveness to requests to provide the most accurate and current information for the RHNA process.

## CHANGES TO SCAG'S REGIONAL COUNCIL OFFICER LINEUP

Please join us in thanking and congratulating SCAG's First Vice President, Randon Lane, who has resigned as Mayor Pro-Tem of the City of Murrieta along with his role at SCAG to accept a role within the U.S. Department of Transportation in Washington, D.C. Rex Richardson, a Long Beach City Councilmember, has replaced Lane as SCAG's First Vice President. The Regional Council Nominating Committee met on Aug. 22 to review candidates for succeeding Richardson as Second Vice President, and have nominated Eastvale City Councilmember Clint Lorimore to the position. The nomination will go before the Regional Council for approval at their September meeting.

## SCAG REGION RECEIVES REGIONAL DETERMINATION OF 1.3 MILLION HOUSING UNITS

In late August the California Department of Housing and Community Development (HCD) shared the Regional Housing Needs Assessment (RHNA) determination for the six-county SCAG region: A total of 1,344,740 units that Southern California will need to accommodate in the planning period of October 2021 – October 2029.

As part of the RHNA process, SCAG must determine how the regional determination figure will be allocated or distributed to local jurisdictions across the region – referred to as the RHNA Allocation Methodology. Local jurisdictions are then required to plan for the inclusion of these new housing units in their local Housing Elements. SCAG is currently seeking public comments on several options for a Proposed RHNA Allocation Methodology through Sept. 13. Following the conclusion of the public comment period, SCAG staff will present a Final Proposed RHNA Allocation Methodology recommendation to the Regional Council for approval at its Nov. 7 meeting. For more information about the public hearing and information session, please visit SCAG's RHNA webpage. For questions or comments about RHNA, please e-mail [housing@scag.ca.gov](mailto:housing@scag.ca.gov).

## NEW REPORT HIGHLIGHTS EARLY PUBLIC OUTREACH FOR CONNECT SOCAL

Outreach has been one of SCAG's key priorities in the development of Connect SoCal, the 2020 Regional Transportation Plan/Sustainable Communities Strategy. In spring and early summer 2019, SCAG conducted dozens of outreach activities to provide the general public an opportunity to prioritize concerns, discuss the challenges our region is facing in the next 25 years and provide solutions to address them. [A new report](#) offers a summary of what we heard, and how that input will be used in the final plan.

By utilizing new methods of engagement and investing in modern communication tools, SCAG saw significant gains in the volume and variety of public input. SCAG held a series of 29 public outreach events across the region (28 open-house workshops and one telephone town hall meeting) to share information and get input on how residents travel and their preferences. We also solicited input online via a Connect SoCal survey. In total, SCAG received over 4,000 surveys and over 12,000 comments either at the workshops or through the open-ended survey responses. This feedback has given us a substantial pool of data to consider as we make progress towards the draft Connect SoCal plan, anticipated to be released in November.

## MEETINGS WITH SOUTHERN CALIFORNIA'S CONGRESSIONAL REPRESENTATIVES

As part of SCAG's outreach efforts to the region's Congressional Delegation during the summer recess, Executive Director, Kome Ajise, and members of the policy and public affairs team met with Congressman Ted Lieu on Aug. 12. They discussed important issues on transportation and air quality, including the federal surface transportation reauthorization. Congressman Lieu sits on the Judiciary Committee and Foreign Affairs Committee. His district encompasses several neighborhoods in the City of Los Angeles and the cities of Agoura Hills, Calabasas, El Segundo, Hermosa Beach, Malibu, Manhattan Beach, Palos Verdes Estates, Rancho Palos Verdes, Redondo Beach, Rolling Hills, Rolling Hills Estates and part of Torrance. In a separate meeting on Aug. 21, Chief Operating Officer Darin Chidsey and members of the policy and public affairs team met with Congressman Harley Rouda. Congressman Rouda is a member of the Transportation & Infrastructure Committee and represents the cities of Aliso Viejo, Costa Mesa, Fountain Valley, Huntington Beach, Laguna Beach, Laguna Niguel, Newport Beach, Seal Beach and Westminster.

## SCAG COLLABORATES WITH THE CITY OF PLACENTIA AND COUNTY OF ORANGE TO SUPPORT TRANSIT-ORIENTED DEVELOPMENT

Over the past several months, the City of Placentia, County of Orange and SCAG have been working on a comprehensive plan for the establishment of an Enhanced Infrastructure Financing District (EIFD) in Placentia. At a July 30 meeting, the project was formally approved. In establishing the EIFD, the City of Placentia, County of Orange, and SCAG are leading the way to generate new local tax increment funding to build transit-supportive infrastructure and additional housing capacity near hubs like the upcoming Placentia Metrolink Station.

Tax increment financing such as this is a means to fund sustainable infrastructure without increasing local taxes. A relatively new financial tool, EIFDs enable infrastructure projects to improve communities while promoting continued economic development. This is only the fourth EIFD in the state of California, and the first that represents a city-county partnership. Read more background on the project here.

## REGION-WIDE TRAFFIC SAFETY WORKSHOPS

SCAG held four traffic safety workshops across the region in August. More than 170 government agency staff attended, including city planners, law enforcement, traffic engineers, public works and public health staff. These workshops intended to educate member agencies about traffic safety issues and resources available to support safety improvements in their communities. Attendees had the opportunity to hear from traffic safety experts and learn proven tactics for reducing traffic-related fatalities and serious injuries. Speakers included SCAG's Past President Michele Martinez, Past President Cheryl Viegas-Walker and Regional Council member Meghan Sahli-Wells.

SCAG will also be hosting four webinars in September 2019 following the workshop series. Anyone interested in the webinar series should contact Hina Chanchlani, Assistant Regional Planner, at [chanchlani@scag.ca.gov](mailto:chanchlani@scag.ca.gov). SCAG also developed a safety pledge tool kit to motivate action to improve safety at the jurisdictional level. Local agencies that take the pledge will also be eligible to attend the webinar series free of cost. Funding for this program is provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration. Special thanks to AAA and Verizon for their continued partnership and support.

## GO HUMAN POPS UP AT CICLAVIA'S "MEET THE HOLLYWOODS"

SCAG and *Go Human* were proud participants in the Aug. 18 CicLAvia event "Meet the Hollywoods". Using the newly unveiled *Go Human* Kit of Parts, CicLAvia attendees were able to rest at the temporary parklet and test out some curb extensions. Passers-by also played games, learned and won some prizes, with SCAG's [Go Human Challenge modules](#) – colorful, hands-on games that enhance engagement around public spaces, climate resiliency, environmental responsibility, traffic safety and new mobility. Another CicLAvia, this time in the heart of Los Angeles, is coming up Oct. 6. For more information, or to borrow these education and engagement materials, contact Dorothy Le Suchkova at [suchkova@scag.ca.gov](mailto:suchkova@scag.ca.gov).

## SCAG HOSTED WTS ACADEMY

On Aug. 8, SCAG staff hosted about 20 students from the WTS-Orange County Transportation Academy, who came to learn more about SCAG and what the agency does. The WTS-Orange County Transportation Academy is an annual two-week immersion into different facets of the transportation industry for undergraduate and graduate students. SCAG staff gave presentations to them on major agency initiatives around transit, aviation, goods movement, regional affairs and more. A group of planners also held a Q&A session, where the students were able to get answers about a professional future in transportation planning.

## SCAG STAFF TRAINS ON BEST PRACTICES FOR CLEAN CITIES

Sustainability staff attended a weeklong, intensive Clean Cities training in Salt Lake City, Utah in August. The training was hosted by the national Clean Cities program, a network of coalitions supporting the nation's energy and economic security by building partnerships to advance affordable domestic transportation fuels, energy efficient mobility systems and other fuel-saving technologies and practices. The training featured seminars and skill-building programming provided by the Department of Energy national laboratories and Clean Cities coordinators from across the country. Skills taught at the training included supporting electric vehicle charging infrastructure, leveraging federal and state funding, alternative fuel corridor planning, and forming strategic partnerships to deploy clean fuels projects.

The SCAG Clean Cities Coalition is administered in partnership with the Department of Energy and helps support SCAG's electric vehicle infrastructure planning and other alternative fuel initiatives. Since 1996, the Coalition has been supporting local and regional solutions to energy and clean air challenges. In recent years the coalition has focused on supporting electric vehicle charging infrastructure, recognizing the work of local public and private actors through the Sustainability Awards Program, and working with stakeholders to advance the 2016 RTP/SCS and Connect SoCal goal of decarbonizing the transportation sector.

### **SCAG SHARES KNOWLEDGE AT FREIGHT CONFERENCE**

On July 31, SCAG Senior Regional Planner Mike Jones presented at the annual "Strong Ports = Strong California" conference hosted by FuturePorts. The event theme, "Making Waves: California's Role in Innovation and the Global Economy", focused on the drivers of port development in Southern California and explored the challenges facing goods movement in the region. Topics included upcoming freight-related capital projects throughout Southern California, the impacts of new regulations, how tariffs are impacting port operations and the future of seaport.

Mr. Jones presented SCAG's proposed goods movement strategies as included in the Connect SoCal plan, giving an overview of goods movement planning for the region. The presentation highlighted a number of critical areas in the plan, including ongoing commodity flow analyses, last-mile freight delivery and curb space utilization, the use of big data, mapping regional truck routes, e-commerce and more.

### **SCAG CONTINUES INTERNATIONAL COLLABORATION**

On Aug. 15, SCAG established a new partnership with the University of Seoul for future collaboration. A six-member delegation including the university president, Dr. Soon-Tak Suh, visited SCAG to learn more about our planning process and sign a memorandum of understanding. SCAG President Bill Jahn participated the ceremony and signed the document. After the ceremony, SCAG staff gave an overview of the agency and various programs including data and GIS initiatives, modeling programs, and the *Go Human* campaign. The Korean delegation in turn shared highlights from their work at the university and their experiences in regional planning.





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

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The following is the California Department of Transportation, District 11 report for the Imperial County Transportation Commission (ICTC) Commissioner's meeting of September 25, 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 and 5 being complete. The entire project is scheduled for completion in 2019.

Segment 4: *Lane closures for minor work will continue until the end of this year.*

SR-111 Detour to Bypass Moving Mud Pot:

*Caltrans is building a temporary road to provide access to SR-111 at Davis Road and Gillespie Road, about five miles northwest of Niland in Imperial County. A natural-occurring geyser, in existence since 1953, is moving toward SR-111 and is likely to reach the highway. As the geyser moves west and beyond the temporary road, Caltrans will then rebuild SR-111.*



### Construction (continued):

Work began the week of August 23, 2019 and there is one-way traffic control along a 1,500 to 2,000 foot segment of SR-111. Traffic delays have been minimal. Work will continue Mondays through Saturdays from 6:00 a.m. to 6:00 p.m. through November. Additional closures may be necessary to accelerate the work—up to 24 hours a day and seven days a week. A full closure of SR-111 and an extensive out-of-way detour for up to two weeks is planned later in the project.

The speed limit has been reduced to 55 mph. Motorists are reminded to drive cautiously and to watch for highway workers and construction equipment when traveling in the area.

The work is as follows:

1. Construct sheet pile walls to convey water to a gravel wash.
2. Construct a sub-surface drain to convey subsurface water beneath the roadway to the west side of the highway to a gravel wash.
3. Construct a detour road as a contingency to re-route traffic from SR-111 to the west of the current alignment.

The geyser/mud pot is releasing water, carbon dioxide and hydrogen sulfide gases in low concentrations, but does not pose a health hazard. In the past 11 years, the geyser has moved slowly; however, the rate of movement has increased and the geyser has already encroached on the railroad right of way impacting Union Pacific Railroad tracks 1 and 2.

Caltrans has been coordinating with local, state and other partners for this mitigation and is now implementing an emergency project to expedite the work. Caltrans is also coordinating public outreach with its partners using News Releases, e-blast notices, a dedicated webpage, and materials that can be posted on Facebook.

More details will be provided about the upcoming closure and expected delays as the work is scheduled.

### 3. Traffic Operations:

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

The USBP has informed us that Congress has stopped all checkpoint improvement projects across the nation. All resources are now focused on illegal migrant efforts along the southern border. However, Caltrans continues to work on design reviews with the goal being to have a design approved project ready for when funding becomes available. Structural design review is still pending.

**Traffic Operations (continued):****Orchard Road Truck Traffic**

Caltrans, in coordination with the County of Imperial, Holtville and ICTC have developed a comprehensive package which will encourage commercial truck drivers traveling from the Calexico East Port of Entry to use the State Highway System rather than Orchard Road to access areas north and east of Imperial County. A citizen group has been involved with bringing their concerns about increased truck traffic, noise, and safety concerns to the involved agencies over the course of the last year. By working in partnership, we have developed a number of strategies that will educate, inform, and increase awareness of the changes for the trucking industry.

This awareness campaign includes installing “no truck parking signs” in the residential area of Orchard Road, removing Orchard Road as a designated truck route, and installing guide signs to inform truckers of the preferred routes. Additional resources will include flyers placed at the Commercial Vehicle Enforcement Facility just north of the Calexico East POE, direct outreach to the trucking industry both in California and Mexico, and an enforcement effort by our partners at the CHP.

Similar signs will be installed on SR-98 near Cole Road to assist with routing trucks away from the residential and school zones in Calexico.

It is anticipated that the above elements will be put into place by January 2020.

**SR-98/Barbara Worth Road**

Caltrans received concerns by residents as well as CBP officers regarding the intersection of SR-98 and Barbara Worth Road just outside of the City of Calexico. Traffic Operations developed a Traffic Investigative Report (TIR), which included recommendations for increased signage to include “Cross Traffic Does Not Stop”, enhanced “Stop” signs, and refreshed pavement markings.

It is anticipated that these improvements will be installed by November 2019.

**4. Planning:****SR-78/Glamis Grade Separated Crossing Feasibility Study**

Caltrans was successful in obtaining State Planning and Research funds for a feasibility study to develop alternatives for a grade separated crossing over the Union Pacific rail line in Glamis. ICTC will be the project manager for this study.

Contract negotiations have been finalized with the consultant Kleinfelder. It is anticipated that the kick-off meeting will be held in late September/early October 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.

The initial outreach was held on March 19, 2019. *A draft report has been circulated by the consultant KOA to the Technical Advisory Committee for their review and comment, with the next outreach to be held in October 2019.*

El Centro Land Use, Mobility Element and Environmental Justice Update:

*The City of El Centro was successful in obtaining a Sustainable Communities Planning Grant from Caltrans which will address such topics as reducing suburban sprawl and vehicle dependency, and encouraging multimodal activity. The updated Plan will embrace key planning principles and goals such as GHG emission reduction targets, provide consistency with the Southern California Association of Governments (SCAG) Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), provide improvements to public health, reduce vehicle miles traveled (VMT), and seek improvements to transportation technology as well as to incorporate Active Transportation Planning goals.*

*This contract was awarded to Chen Ryan and City Place Planning. The kick-off meeting was held on August 20, 2019 and the contract is expected to be complete in early 2021.*

**5. Senate Bill 1 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 was completed in September 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. Local Assistance:

### Inactive Projects

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

*As of September 13, 2019, the inactive and future inactive list was updated. Action is required by the Imperial County Transportation Commission and County of Imperial, as well as the cities of Calexico and Imperial.*

*The deadline to submit Inactive invoices is November 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. **Please note this new link for Inactive Projects:**

<https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>

### September 23, 24 or 25, 2019: Recreational Trails and Greenways Grant Program Workshops

*The California State Natural Resources Agency is accepting project proposals for the Recreational Trails and Greenways Grant Program from August 20, 2019 through October 11, 2019. Approximately \$27.7 million in awards will be funded by the program.*

Local Assistance (continued):

*The Trails and Greenways grant program, funded by Proposition 68, will fund projects that provide nonmotorized infrastructure development and enhancements that promote new or alternate access to parks, waterways, outdoor recreational pursuits, and forested or other natural environments to encourage health-related active transportation and opportunities for Californians to reconnect with nature.*

*Eligibility and program requirements, including online submittal information, can be found online –*

<http://resources.ca.gov/grants/trails>.

*Workshops are underway statewide, including Palm Desert on Monday, September 23, and Imperial on Tuesday, September 24, as well as a live webcast from Sacramento on Wednesday, September 25.*

*The September 24, 2019 workshop will be held at:*

*City of Imperial, City Council Chambers  
220 West 9<sup>th</sup> Street  
Imperial, CA 92251  
9:00 a.m. to noon*

*Participants can RSVP using the following link – <https://forms.gle/jaQITuYATyjC9lkc8>*

2019 Highway Bridge Program (HBP) Annual Survey: Past Due

*Highway Bridge Program (HBP) October Survey notification was emailed to recipient agencies in August 2019. The deadline to receive the response at Caltrans District 11 was September 10, 2019.*

*Be aware that the programming schedule requested is not necessarily what will be programmed. All projects are ranked based on policies recommended by the HBP Advisory Committee. The County of Imperial was the only ICTC member with applicable projects this year. Review HBP Guidelines for the ranking policy, which is available online through this following link:*

<https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-bridge-program>

*The HBP backup list will be available in late October 2019. Please contact the Area Engineer, Benjamin Guerrero, with any questions at 619-220-5485.*

Local Assistance (continued):

DBE Annual Submittal Past Due

*The cities of Brawley, Imperial, and Westmorland must still complete and return the annual DBE Exhibit 9-B.*

Note that failure to submit completed forms will result in delays to the processing of Requests for Authorization. Required documents may be downloaded through this link below –

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/lapm/c09/09b.pdf>

As a reminder, 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) were due on June 28, 2019, for the next Federal Fiscal Year (October 1, 2019 to September 30, 2020) per Local Assistance Procedures Manual (LAPM) Chapter 9, Sections 9.3 and 9.6.

**Please note new link to the Local Assistance Procedures Manual:**

<https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm>

2016 Repurposed Projects: Need to Program/Obligate ASAP

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

Latest “2016 Repurposed Earmark Funds Expiring by 09/30/2019”. (Updated July 1, 2019) -

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/earmark/2019/summary-20190701.xlsx>

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.

<https://dot.ca.gov/programs/local-assistance/other-important-issues/subscribe-to-dla-email-list>

Local Assistance (continued):

Senate Bill 1 (SBI) Project Delivery Requirements: Caltrans Oversight Information Notice 19-01

*Senate Bill 1 (SBI) is resulting in higher levels of State funds made available to deliver transportation projects. Accordingly, local agencies and metropolitan planning organizations are programming and funding projects in strategic ways to leverage these State funds in combination with available federal funds. The attached Caltrans Oversight Information Notice (COIN) clarifies some project delivery requirements triggered using federal vs. non-federal (State or local) funds for various project phases.*

Please notify the Local Area Engineer of any questions.

Interim Active Transportation Program (ATP) Count Guidance: Office Bulletin (OB) 19-02

*All projects seeking Construction Allocation at and after the October 2019 California Transportation Commission (CTC) meeting, will be required to use the Draft Interim Count Guidance (ICG) to perform pre-construction user counts prior to construction award and post-construction user counts according to ICG instructions. This new guidance shall be used by Active Transportation Program (ATP) project sponsors to help ensure capture and reporting of consistent and reliable non-motorized user counts.*

Please refer to OB 19-02 Interim ATP Count Guidance for more information at the following link:

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ob/2019/ob19-02-attachment.pdf>

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>

October 22-25, 2019 – Maintenance & Operations Technical Assistance Training in Escondido

*The Tribal Technical Assistance Program (TTAP) is offering multiple classes throughout California for Local Agencies and tribes at no cost. To register or see other topics, locations and dates, select the “California” sites on the TTAP Enrollment Page at this following link:*

<https://ttap.enrollware.com/schedule>

Local Assistance (continued):

January 30-31, 2020 – Highway Program Funding Class in San Diego at Caltrans, District II Office

*For a reduced fee of only \$175 (for local agency staff), the National Highway Institute is teaching a Federal-aid Highway Program overview focusing on various aspects of funding unique to FHWA. Interested agencies must enroll quickly once registration is open. For updates, please see the following link:*

<http://californialtap.org/index.cfm?pid=1077>

*Topics:*

- *Operation of the Highway Trust Fund and its significance to the funding level of the Federal-aid Highway Program*
- *Content and policy implications of authorizing and appropriating legislation*
- *FHWA apportionment process*
- *Obligation limitation, allocations, deductions, earmarking, and transferability*
- *Effect of policy and budget considerations on the use of Federal-aid funds*

*Send any questions to the California Local Technical Assistance Program Center: [californialtap@csus.edu](mailto:californialtap@csus.edu)*

October 29-30, 2019 – Active Transportation Program Symposium in West Sacramento

The Active Transportation Program Symposium is a two-day event co-hosted by the California Transportation Commission and Caltrans. The goals of the Symposium are to share and gather information on relevant active transportation topics and issues, as well as allow stakeholders to connect with the State in an alternate setting. The symposium will showcase inspiring speakers, engaging panel sessions, and provide networking opportunities. Topics will include benefits, equity, safety and non-infrastructure projects.

Registration is \$35, and further details are posted at the following link:

<http://caatpresources.org/index.cfm?pid=1489>

Resident Engineers Academy – New Schedule Statewide from October 2019 – June 2020

*The Resident Engineers Academy provides core training in state and federal regulations for Local Agency Resident Engineers. The Academy, partially subsidized by Caltrans, is ideal for both seasoned and newer Resident Engineers. This four-day course provides practical, hands-on training for Resident Engineers. The subject matter experts and instructors use a real-life approach to deliver information utilizing examples, problem-solving activities, and exercises. The Resident Engineers Academy also provides a unique learning environment designed to promote networking. Specifically, participants will learn how to efficiently manage a project from the beginning to completion in compliance with state and federal regulations.*

*Registration information and availability for all Resident Engineers Academy dates may be found online:*

<http://www.localassistanceblog.com/2019/08/27/resident-engineers-academy-fy-schedule>



### Local Assistance (continued):

Register at the provided “Request to Attend” link only, not through the District II Office. Send any questions to the California Local Technical Assistance Program Center:

[californialtap@csus.edu](mailto:californialtap@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 Requirements

#### 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.

<https://dot.ca.gov/programs/local-assistance/environmental-and-other-policy-issues/title-vi>

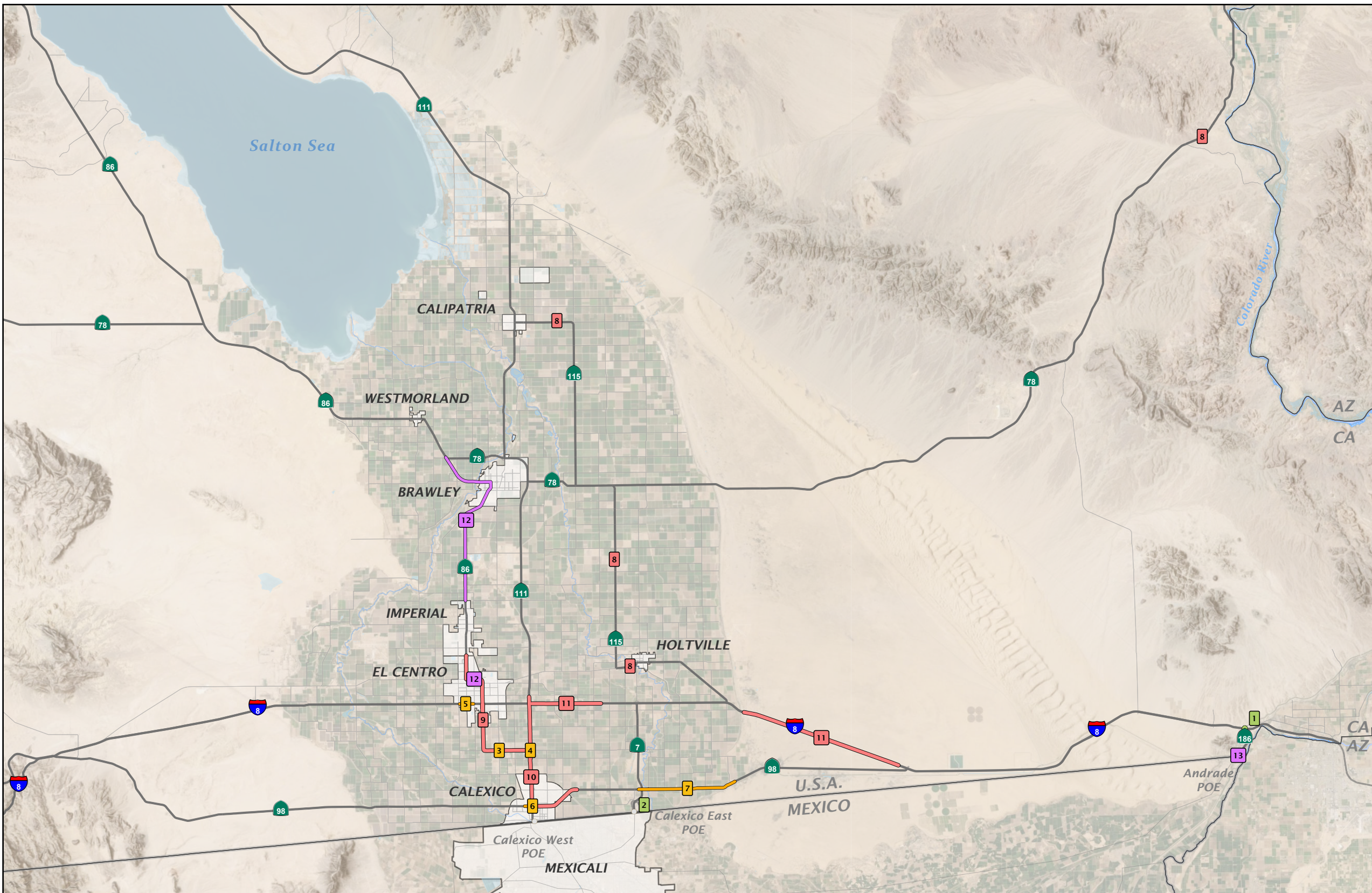
Local Assistance (continued):

Contact Information:


Please update your mail lists. Mail continues to arrive at our previous mail stations. Please send correspondence to this address:

District 11 – Local Assistance Branch  
Caltrans, District 11, Local Assistance Engineer  
Planning & Local Assistance Division  
4050 Taylor Street MS - 244  
San Diego, CA 92110





## ENVIRONMENTAL

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

## DESIGN





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

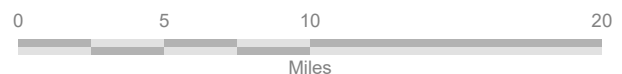
## CONSTRUCTION

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

## RELINQUISHMENT

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

-  Environmental
-  Design
-  Construction
-  Relinquishment



Project funded by Senate Bill 1

**Abbreviations:**

GSA: General Services Administration

POE: Port of Entry

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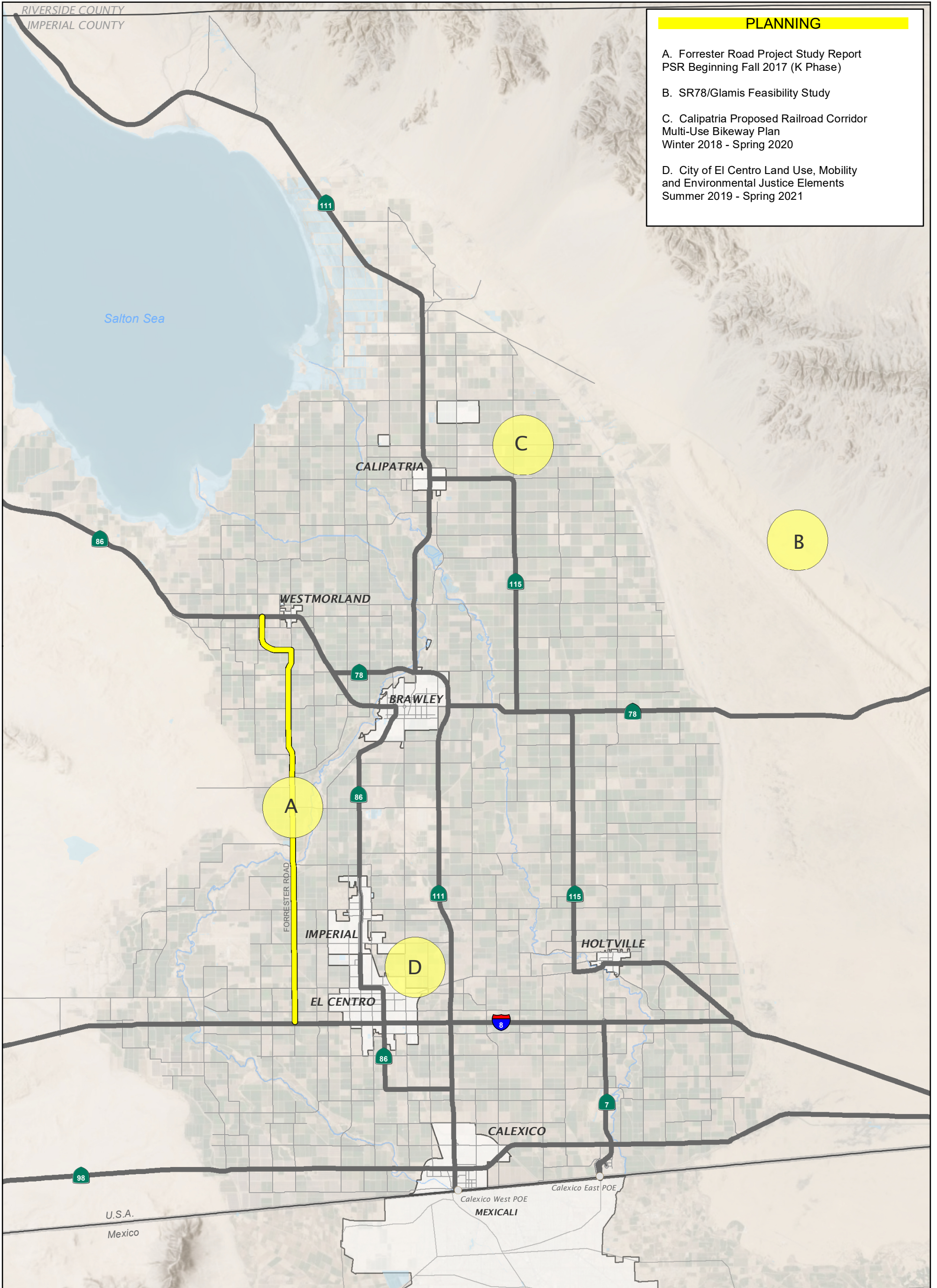
Date: 07/16/2019

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

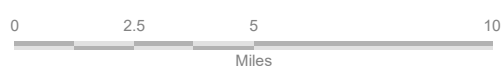
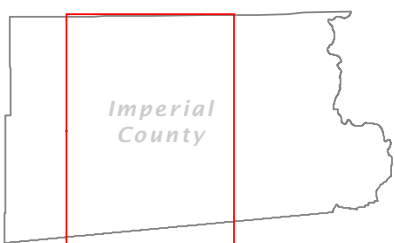




# IMPERIAL COUNTY STATUS OF TRANSPORTATION STUDIES AND REPORTS



- PLANNING**
- A. Forrester Road Project Study Report  
PSR Beginning Fall 2017 (K Phase)
  - B. SR78/Glamis Feasibility Study
  - C. Calipatria Proposed Railroad Corridor  
Multi-Use Bikeway Plan  
Winter 2018 - Spring 2020
  - D. City of El Centro Land Use, Mobility  
and Environmental Justice Elements  
Summer 2019 - Spring 2021



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: 09/09/2019





# DIVISION OF LOCAL ASSISTANCE CALTRANS OVERSIGHT INFORMATION NOTICE



DLA COIN Issue #19-01

Release Date: July 19, 2019

## Welcome to the COIN!

*This is a Caltrans Oversight Information Notice, or “COIN” for short. These short, single-topic bulletins are intended to provide outreach information and guidance to local agencies on issues pertaining to Federal-aid projects. They cover a wide variety of subjects, including discussions of findings resulting from process reviews by Caltrans and/or FHWA, changes in procedures or regulations, reminders of existing procedures or best practices, and other timely information. The goal is to ensure proper and timely delivery of Federal-aid projects.*

## PROJECT DELIVERY REQUIREMENTS: FEDERAL FUNDING VS. NON-FEDERAL FUNDING BY PROJECT PHASE

Senate Bill 1 (SB1) is resulting in higher levels of State funds being available to deliver transportation projects. Accordingly, local agencies / MPOs are programming and funding projects in strategic ways to leverage these State funds in combination with available Federal funds.

This COIN clarifies some project delivery requirements triggered using Federal vs. non-Federal (State or local) funds for various project phases.

The following five (5) principles summarize which project delivery requirements apply to the various funding scenarios:

1. If **any Federal funds** are used for **any phase** of the project (i.e., an approved E-76 for PE, R/W, CON or CE) the following is required:
  - **NEPA** environmental clearance
  - Full conformance to the Uniform Relocation, Assistance and Real Property Acquisition Policies Act of 1970 (i.e., the “**Uniform Act**”) for all right of way acquisition procedures
  - **FHWA Buy America compliance**
  - Project improvements in **compliance with the Americans with Disabilities Act (ADA)**
2. If **any Federal funds are used** specifically for the **CON/CE phase** of a project, the following is required **in addition** to the requirements in Part 1 above:
  - FHWA Form 1273 included in the contract documents and the executed contract agreement
  - Mandatory Federal Language included (Exhibit 12-G of the Local Assistance Procedures Manual (LAPM))
  - DBE Program compliance pursuant to Chapter 9 of the LAPM
  - Plans, Specifications, and Estimate (PS&E) pursuant to Chapter 12 of the LAPM
  - Construction Engineering (CE) / Contract Administration in conformance with Chapter 16 of the LAPM
3. If **no Federal funds are used for the CON/CE phase** (even if Federal funds are used for prior phases of work), the construction contract is **not** considered a Federal-aid contract, and as such the elements of **Part 2** above **are not required**.

4. **If any Federal funds or federal reimbursement will be used or sought for an A&E contract**, requirements of Chapter 10 of the LAPM must be followed including the consultant selection and management process. **If no Federal funds or Federal reimbursement will be used or sought for an A&E contract**, the agency's consultant selection and management process must conform to the California Public Contract Code, the California Government Code, and any other applicable laws of the State of California and the local agency's policies and procedures.
  
5. **If Federal funding is inserted into a previously non-federally funded phase of work**, the agency will have to conform to all of the above procedures as applicable. For example, if an entire project is programmed with State/Local (Non-Federal) funds, but then the agency/MPO decides to insert Federal funding into the CON/CE phase of work, the agency will then have to go back and initiate the NEPA process, which can significantly delay the delivery of the project.

Note that any State-funded projects that are subject to allocation and oversight by the CTC (such as SB 1 and the State-funded ATP) are subject to current CTC Guidelines and submittal requirements.

#### ABBREVIATIONS

<b>A&amp;E</b>	Architectural and Engineering
<b>ATP</b>	Active Transportation Program
<b>CE</b>	Construction Engineering (Support)
<b>CON</b>	Construction (Capital)
<b>CTC</b>	California Transportation Commission
<b>DBE</b>	Disadvantaged Business Enterprise
<b>MPO</b>	Metropolitan Planning Organization
<b>NEPA</b>	National Environmental Policy Act
<b>PE</b>	Preliminary Engineering (includes PSE phase on State-Funded/CTC-Allocated projects)
<b>R/W</b>	Right of Way (includes Capital and Support subphases)

## **VII. ACTION CALENDAR**

- A. **ICTC OVERALL WORK PROGRAM (OWP) AND  
BUDGET, FY 2019-20, AMENDMENT #1—  
TRANSPORTATION DEVELOPMENT ACT (TDA)  
TRIENNIAL PERFORMANCE AUDIT**



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

September 19, 2019

Robert Amparano, Chairman  
Imperial County Transportation Commission  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243

**SUBJECT: ICTC Overall Work Program (OWP) and Budget FY 2019-2020  
Amendment #1 – Transportation Development Act Triennial Performance Audit**

Dear Commission Members:

The Fiscal Year (FY) 2019/2020 Imperial County Transportation Commission (ICTC) Overall Work Plan (OWP) and Budget was presented and approved by the Commission on June 26, 2019. The OWP and Budget is divided into the core programs of Transit Planning and Program Management and the Regional Transportation Planning and Programming and Regional Collaboration. This action is essentially revenue and expense neutral but transfers funding from one category into a new project.

The expense is anticipated to be \$75,000, as a result of a recently confirmed requirement associated with the Transportation Development Act Triennial Performance Audit. The Triennial Performance Audit must be completed every three years. The State of California requires that Transportation Planning Agencies undergo a performance audit every three years as a result of receiving Transportation Development Act (TDA) funds. The consultant conducted audit focused primarily on administration of the TDA funded programs and services over a three year period of time.

This audit is not a financial audit, but a review of compliance with transit service related Public Utilities Codes and prudent administrative and management practices. More specifically this audit involved reviewing the processes and policies including, but not limited to; the ICTC Budget and Transit Financing Plan, the TDA Allocation Schedule, the Article 3 and 8 financial claims processing, administration of the Social Services Transportation Advisory Council, conduct of the annual Unmet Transit Needs Public Hearing process, and transit planning and operations management of the public transit services by the public agencies.

The expense is offset by transfer of revenue from the previously budgeted Local Transportation Fund (LTF) revenues of \$75,000.

Attachment A illustrates the requested Budget Amendment #1. There are no changes in the Regional Transportation Planning or Regional Collaboration Budgets at this time.

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



Revenues

1. No change to Local Transportation (LTA) revenue (row D)

Expenditures

1. Increase to the ICTC Administration/Operations for the TDA Triennial Performance Audit (row WW)
2. Reduction of the TDA funding for Fleet Capital Reserves (row AAA)

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

1. Approve the FY 2019-20 Overall Work Program and Transit Finance Plan Budget Amendment #1

Sincerely,



MARK BAZA  
Executive Director

MB/da/cl

Attachment

**FY 2019-20 TRANSIT PROGRAMS FINANCE PLAN**

Projected Revenues															
	1	2	3	4	5	6	7	8	9	10	11	12	13		
	FEDERAL						SUBTOTAL		TOTAL		STATE		SUBTOTAL		TOTAL
A	FTA 5307 Urban	2019	\$3,242,373						TDA- STA	2019-20	\$967,572				
B					\$3,242,373							\$967,572			
C					\$0				TDA - LTF SB325	2019-20	\$6,300,000				
D	FTA 5310 MMP	2015-17	\$144,000		\$144,000							\$6,300,000			
E															
F	FTA 5311 Rural	2018	\$238,598		\$238,598				SGR	2018-19 2019-20	\$162,526 \$257,675		\$420,201		
G															
H	CMAQ	FY 2016-17	\$469,227		\$469,227		\$4,094,198		LCTOP	2015-16 2016-17 2017-18	\$197,881 \$90,610 \$252,012		\$540,503		
I															
J	<b>LOCAL</b>														
K	Fare revenue	2019-20	\$1,159,820		\$1,159,820				PTMISEA	2009-10 2014-15	\$16,376 \$70,766		\$87,142		
L	On Hand /Int	2019-20	\$508,911		\$508,911										
M	LTA 2% and 5%	2019-20	\$1,923,413		\$1,923,413				CTSGP	2012-13 2014-15	\$3,714 \$798				
N	SCAG/member cont	2019-20	\$27,130		\$27,130		\$3,619,274			2016-17	\$1,278		\$5,789	\$8,321,207	
O															
P															
Q	<b>Total</b>													<b>\$16,034,678</b>	

Projected Expenditures													
	Service	Cost	Estimated Fares	On Hand / Int balance	CMAQ STIP PPM	2% and 5% LTA	SCAG/ member contributions	CTGSP LCTOP / SGR PTMISEA	FTA Sec 5310 & 5311	FTA Sec 5307	#7079 STA AB 2551	#7076 LTF SB325	Total Subsidy
R	<b>SERVICES</b>												
S	CWTS - IVT	\$ 4,003,387	\$ 680,576	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 54,823	\$ 1,785,344	\$ -	\$ 1,482,644	\$ 4,003,387
T	CWTS - IVT Blue/Green	\$ 750,267	\$ 37,513	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 343,873	\$ -	\$ 368,881	\$ 750,267
U	CWTS - IVT Gold	\$ 312,680	\$ 12,507	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158,589	\$ -	\$ -	\$ 141,584	\$ 312,680
V	CWTS IVT ACCESS	\$ 1,839,214	\$ 183,921	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,186	\$ 820,213	\$ 733,039	\$ 76,855	\$ 1,839,214
W	YCAT #5 and #10	\$ 158,263	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 158,263	\$ 158,263
X	IVT MedTrans	\$ 567,190	\$ 56,719	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 252,943	\$ 234,533	\$ 22,995	\$ 567,190
Y	<b>Total</b>	\$ 7,631,001	\$ 971,237	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 238,598	\$ 3,202,373	\$ 967,572	\$ 2,251,221	\$ 7,631,001
Z	IVT Ride EC	\$ 735,934	\$ 73,593	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 662,341	\$ 735,934
AA	IVT RIDE	\$ 1,282,150	\$ 114,990	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 867,160	\$ 1,282,150
BB	<b>Total</b>	\$ 2,018,084	\$ 188,583	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,529,501	\$ 2,018,084
CC	<b>Vehicles</b>												
DD	Bus Replacement	\$ 420,201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,201	\$ -	\$ -	\$ -	\$ -	\$ 420,201
EE	<b>Total</b>	\$ 420,201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,201	\$ -	\$ -	\$ -	\$ -	\$ 420,201
FF	<b>Construction</b>												
GG	Niland ADA and Bus Stop Improvements	\$ 95,000	\$ -	\$ -	\$ -	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 95,000
HH	Brawley Rio Vista Bus Stops & Shelter	\$ 180,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000
II	SR-86 Border Patrol Checkpoint	\$ 1,074,477	\$ -	\$ -	\$ -	\$ 1,074,477	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,074,477
JJ	Calexico ITC PE&D	\$ 1,070,391	\$ -	\$ 60,661	\$ 469,227	\$ -	\$ -	\$ 540,503	\$ -	\$ -	\$ -	\$ -	\$ 1,070,391
KK	<b>Total</b>	\$ 2,419,868	\$ -	\$ 60,661	\$ 469,227	\$ 1,169,477	\$ -	\$ 540,503	\$ -	\$ -	\$ -	\$ 180,000	\$ 2,419,868
LL	<b>Maintenance</b>												
MM	El Centro 7th /State Transfer Terminal	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,000	\$ 45,000
NN	Brawley (5th/Plaza) Transfer Terminal	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000
OO	Calexico (3rd/Paulin) Transfer Terminal	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
PP	EC Regional bus stop maintenance	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
QQ	Imperial Transfer Terminal Benches and Shelters	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000
RR	<b>Total</b>	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 240,000	\$ 240,000
SS	<b>Miscellaneous</b>												
TT	El Centro Transfer Terminal Security 18-19	\$ 45,722	\$ -	\$ -	\$ -	\$ 45,722	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,722
UU	Transit Security - IVT grants	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ 80,000
VV	Forrester/Westmorland Bypass Project Study	\$ 92,931	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 92,931	\$ -	\$ -	\$ -	\$ -	\$ 92,931
WW	Winterhaven Bus Stop	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 35,000	\$ 35,000
XX	<b>Total</b>	\$ 661,867	\$ -	\$ -	\$ -	\$ 453,936	\$ -	\$ 92,931	\$ -	\$ 40,000	\$ -	\$ 75,000	\$ 661,867
YY	ICTC Transit Admin/Operations	\$ 1,085,719	\$ -	\$ 75,000	\$ -	\$ -	\$ 27,130	\$ -	\$ 144,000	\$ -	\$ -	\$ 839,589	\$ 1,085,719
ZZ	ICTC Transit Plans/Programs	\$ 787,377	\$ -	\$ 373,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 414,127	\$ 787,377
AAA	ICTC Regional Planning/Programs	\$ 343,361	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 343,361	\$ 343,361
AAA	<b>Total</b>	\$ 2,216,457	\$ -	\$ 448,250	\$ -	\$ -	\$ 27,130	\$ -	\$ 144,000	\$ -	\$ -	\$ 1,597,077	\$ 2,216,457
AAA	ICTC Transit Fleet - Capital Reserve	\$ 238,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 238,200	\$ 238,200
BBB	Revenue Stabilization/ Operating Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CCC	Bikes and Peds Art 3	\$ 189,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 189,000	\$ 189,000
DDD	<b>Total</b>	\$ 16,034,678	\$ 1,159,820	\$ 508,911	\$ 469,227	\$ 1,923,413	\$ 27,130	\$ 1,053,635	\$ 382,598	\$ 3,242,373	\$ 967,572	\$ 6,300,000	\$ 16,034,678

# **VII. ACTION CALENDAR**

## **B. ICTC SAFETY AND EMERGENCY PREPAREDNESS PLAN (SEPP)**



IMPERIAL COUNTY  
TRANSPORTATION COMMISSION

1503 N. IMPERIAL AVE., SUITE 104

EL CENTRO, CA 92243-2875

PHONE: (760) 592-4494

FAX: (760) 592-4410

September 19, 2019

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

SUBJECT: ICTC Safety and Emergency Preparedness Plan (SEPP)

Dear Commission Members:

The Federal Transit Administration has responded to the recent worldwide terrorist threats and attacks by increasing its emphasis on security and emergency preparedness, and by developing various action items and guidelines to assist transit agencies in their efforts to prevent and prepare for such events. The FTA published the Public Transportation Agency Safety Plan (PTASP) Regulation, 49 C.F.R. Part 673, on July 19, 2018, and the regulation took effect on July 19, 2019. The PTASP regulation essentially requires recipients or subrecipients of federal financial assistance under the Urbanized Area Formula Grant Program (49 U.S.C. Section 5307) and rail transit agencies to have a safety plan in place no later than July 20, 2020.

ICTC staff have developed a Security and Emergency Preparedness Plan (referred to as the SEPP) in accordance with the following:

- *TSA/FTA Security and Emergency Management Action Items for Transit Agencies, 2008*
- *Transit Agency Security and Emergency Management Protective Measures, FTA, November 2006*
- *Guidance Document: Immediate Actions (IAs) for Transit Agencies for Potential and Actual Life-Threatening Incidents, FTA, 2004*
- *Public Transportation System Security and Emergency Preparedness Planning Guide, FTA, January 2003*
- *Baseline Assessment for Security Enhancement (BASE), TSA, El Centro 2017*

This security plan emphasizes ICTC's and the Transit Contractor's commitment to protecting the safety of its customers and employees and the security of its vehicles, equipment, facilities and other properties. Much like ICTC and the Transit Contractor's system safety program establishes mechanisms for identifying and addressing hazards within ICTC and the Transit Contractor's operations, this security plan establishes mechanisms through which security-related threats and vulnerabilities can be identified and addressed.

It is therefore the intent of ICTC and the Transit Contractor, through the implementation, enforcement and continued development of the security plan, to incorporate security measures into all aspects of its operations and services, including business administration and maintenance activities, and to establish a comprehensive and effective security program throughout the organization.

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

ICTC and the Transit Contractor's employees, contractors and passengers will most likely be the first to witness or identify criminal or suspicious behavior within ICTC and the Transit Contractor's operations. It is therefore critical to the success of the security program that all employees, contractors, passengers or other parties who may come into contact with its operations and services become and remain actively involved in the security program. Security-related roles and responsibilities have been assigned to personnel and parties within ICTC and the Transit Contractor as identified in this SEPP. Activities conducted to improve the security of its operations and services also have been documented in this SEPP.

The purpose of this SEPP is to establish formal mechanisms through which an effective, agency wide security and emergency preparedness program can be the draft SEPP is the development phase, implemented and maintained. It is also the purpose of the SEPP to establish mechanisms through which ICTC can:

- Appropriately identify and report threats and vulnerabilities within ICTC and the Transit Contractor's operations to the correct personnel and/or external parties (emergency response agencies, law enforcement agencies, etc.) so that preventive actions may be implemented to eliminate, control or minimize their impact.
- Introduce solutions to minimize the transit impacts of natural (e.g., storm, flooding), technological (e.g., power outage, hazmat spill), and security-related (e.g. crime, bomb threats, terrorism) calamities.
- Address strikes that may affect the transit agency or its operations.
- Establish security and emergency preparedness program responsibilities and ensure that tasks are assigned, understood, documented and tracked in an organized and useful manner.
- Implement security policies and procedures that can be measured, audited and evaluated to determine the effectiveness of ICTC and the Transit Contractor's security program.
- Satisfy local, state and federal requirements and guidelines.

It is anticipated that the SEPP will be reviewed at least annually and updated as necessary to ensure that it remains up to date and consistent with federal, state and local regulations and guidelines, as well as, ICTC and the Transit Contractor's management goals and objectives. Additionally, the SEPP will be updated whenever a significant change occurs within the organization.

There are no immediate fiscal impacts from the implementation of this plan.

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

1. ICTC Safety and Emergency Preparedness Plan (SEPP)

Sincerely,

MARK BAZA  
Executive Director

BY:



David Aguirre  
Transit Programs Manager

MB/da/cl

# VII. ACTION CALENDAR

- C. SR-78 / GLAMIS MULTIUSE GRADE SEPARATED CROSSING FEASIBILITY STUDY—AWARD RECOMMENDATION



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

September 19, 2019

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

**SUBJECT: State Route 78/Glamis Multiuse Grade Separated Crossing Feasibility Study – Award Recommendation**

Dear Commission Members:

ICTC staff recently completed a competitive bid process to acquire a consultant firm for the completion of a feasibility study for the State Route 78/Glamis Multiuse Grade Separated Crossing. This project is funded by a Sustainable Communities Grants provided by the California Department of Transportation (Caltrans). Match funding for this grant will be provided by in-kind ICTC staff time.

The purpose of the Request for Proposals (RFP) was to acquire qualified engineering professionals to provide architectural/engineering services to develop conceptual design feasibility alternatives for a grade separated crossing for off-highway vehicle use at or near SR 78 and the Union Pacific Railroad in Imperial County. The project services will include but are not limited to conceptual grade separated crossing design alternatives, analysis of site alternatives, public/stakeholder outreach and cost estimates for construction, operations and maintenance.

A proposal evaluation committee was established to complete the review of proposals and interviews of qualified firms. The evaluation committee was comprised of staff from Caltrans, County of Imperial, City of El Centro, Southern California Association of Governments and ICTC.

The RFP was released and published in ICTC's website and emailed to a list of qualified bidders. A non-mandatory pre-proposal meeting was held at ICTC offices on July 16, 2019 and six (6) firms were in attendance. Although only two (2) firms responded to the solicitation, staff proceeded with the evaluation process as both proposals met the minimum requirements and were considered qualified by the evaluation committee. The proposal review committee met on August 14, 2019 to review and rank the written proposals prepared. Both firms were interviewed on August 26, 2019.

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

The final ranking of the consultant teams are listed below was based on the following evaluation criteria: technical approach; project management/team; project cost; reasonableness of schedule; overall quality of proposal, including qualifications and thoroughness; attainment of Disadvantage Business Enterprise (DBE) goal of 8%; and responsiveness and references.

The RFP spelled out optional task 3.4 and 3.5 (or "task 3A" as described in Exhibit C) that are for the preparation and implementation of an outreach survey. The need for the optional tasks will be determined during the early stages of the project. The following table summarizes the consultant response information.

<b>Firm Name</b>	<b>Total Proposed Amount</b>
1. Kleinfelder (Prime)	\$271,098.76
a. Dynamic Consulting Engineers (local firm & DBE)	
b. RECON	
c. Kearns & West	
<i>Optional task 3.4 and 3.5</i>	<i>\$33,911.68</i>
<b>TOTAL</b>	<b>\$305,010.44</b> <b>1,939 total hours</b>
2. KOA (Prime)	\$225,420.62
a. ECORP Consulting Inc.	
b. CNS Engineers, Inc. (DBE)	
c. Vexer Consulting (local firm)	
<i>Optional task 3.4 and 3.5</i>	<i>\$3,468.00</i>
<b>TOTAL</b>	<b>\$228,888.62</b> <b>1,827 total hours</b>

After the proposal and interview evaluations, the proposal evaluation committee recommends issuing the award of contract to Kleinfelder in the amount of \$305,010.44. There was unanimous consensus from the evaluation committee to recommend Kleinfelder for award. Overall, the approach and team assembled was ranked as having direct expertise and experience in similar type projects. Additionally, the Kleinfelder team demonstrated a detailed approach to all elements of the project.

The original RFP (Exhibit A) and Proposal (Exhibit B and C) and all other documentation are available for review at the ICTC administrative offices.

The ICTC Management Committee met on September 11, 2019 and forwards this item to the ICTC Commission for their review and approval after public comment, if any:

1. Approve the award of Consultant Agreement for the State Route 78/Glamis Multiuse Grade Separated Crossing Feasibility Study to Kleinfelder in the amount of \$305,010.44.
2. Authorize the Chairperson to sign the consultant agreement.

Sincerely,

MARK BAZA  
Executive Director

MB/vm



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 **KLEINFELDER, INC.**, an active California corporation  
6 (“CONSULTANT”) (individually, “Party;” collectively, “Parties”).

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

8 **WHEREAS**, ICTC desires to retain a qualified individual, firm or business entity to provide  
9 professional services for the SR 78 / Glamis Multiuse Grade Separated Crossing Feasibility Study (“the  
10 Project”); and

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

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

15 1. **DEFINITIONS.**

16 1.1. “RFP” shall mean ICTC’s request for proposals entitled “Imperial County Transportation  
17 Commission (ICTC) Request for Proposals (RFP) for SR 78 / Glamis Multiuse Grade Separated Crossing  
18 Feasibility Study” dated July 3, 2019. The RFP is attached as **Exhibit “A”** and incorporated herein by this  
19 reference.

20 1.2. “Proposal” shall mean CONSULTANT’s proposal entitled “Proposal Prepared for:  
21 Imperial County Transportation Commission SR 78 Glamis Multiuse Grade Separated Crossing Feasibility  
22 Study” updated September 3, 2019. The Proposal is attached as **Exhibit “B”** and incorporated herein by  
23 this reference.

24 2. **CONTRACT COORDINATION.**

25 CONSULTANT shall assign a single Contract Manager to have overall responsibility for the  
26 progress and execution of this Agreement. Kelly Burnell, PE, is hereby designated as the Contract Manager  
27 for CONSULTANT. Should circumstances or conditions subsequent to the execution of this Agreement  
28 require a substitute Contract Manager for any reason, the Contract Manager’s designee shall be subject to

1 the prior written acceptance and approval of ICTC.

2 3. DESCRIPTION OF WORK.

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

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

8 4. WORK TO BE PERFORMED BY CONSULTANT.

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

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

13 4.3. CONSULTANT shall:

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

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

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

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

27 4.4. Any videotape, reports, information, data or other material given to, or prepared or  
28 assembled by, CONSULTANT pursuant to this Agreement shall be the property of ICTC and shall not be

1 made available to any individual or organization by CONSULTANT without the prior written approval of  
2 ICTC. The preceding restriction shall not apply to information which is in the public domain, was  
3 previously known to CONSULTANT, was acquired by CONSULTANT from others who have no  
4 confidential relationship to ICTC with respect to same, or which through no fault of CONSULTANT  
5 comes into the public domain. CONSULTANT shall not be restricted from releasing information,  
6 including confidential information, in response to a subpoena, court order, or other legal process.  
7 CONSULTANT shall not be required to resist such subpoena, court order, or legal process, but shall  
8 promptly notify ICTC in writing of the demand for information before responding to such demand.

9 5. REPRESENTATIONS BY CONSULTANT.

10 5.1. CONSULTANT understands and agrees that ICTC has limited knowledge in the multiple  
11 areas specified in the Proposal. CONSULTANT has represented itself to have experience in these fields  
12 and understands that ICTC is relying upon such representation.

13 5.2. Subject to 5.2.1, CONSULTANT represents and warrants that it is a lawful entity  
14 possessing all required licenses and authorities to do business in the State of California and perform all  
15 aspects of this Agreement.

16 5.2.1. CONSULTANT shall not commence any work pursuant to this Agreement or  
17 provide any other services, or materials, in connection therewith until CONSULTANT has received  
18 written authorization from ICTC to do so.

19 5.3. CONSULTANT represents and warrants that the people executing this Agreement on behalf  
20 of CONSULTANT have the authority of CONSULTANT to sign this Agreement and bind  
21 CONSULTANT to the performance of all duties and obligations assumed by CONSULTANT herein.

22 5.4. CONSULTANT represents and warrants that any employee, contractor and/or agent who  
23 will be performing any of the duties and obligations of CONSULTANT herein possess all required licenses  
24 and authorities, as well as the experience and training, to perform such tasks.

25 5.5. CONSULTANT represents and warrants that the allegations contained in the Proposal are  
26 true and correct.

1 5.6. CONSULTANT understands that ICTC considers the representations made herein to be  
2 material and would not enter into this Agreement with CONSULTANT if such representations were not  
3 made.

4 6. COMPENSATION.

5 The total compensation payable under this Agreement shall not exceed **three hundred five**  
6 **thousand ten dollars and forty four cents (\$305,010.44)** (\$271,098.76 “Grand Total All Required Tasks”  
7 + \$33,911.68 “Optional Task 3A” as set forth in the cost proposal attached hereto as **Exhibit “C”**) unless  
8 otherwise approved by ICTC. Said “Optional Task 3A” (including Tasks 3.4 and 3.5 Public Survey  
9 Development, Implementation, and Summary of OHV and Other Users) may or may not be authorized in  
10 writing by ICTC’s Executive Director or his/her designee at any time and in his/her sole discretion.

11 7. PAYMENT.

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

17 8. METHOD OF PAYMENT.

18 8.1 CONSULTANT shall at any time prior to the 15th day of any month, submit to ICTC a  
19 written claim for compensation for services performed. The claim shall be in a format approved by ICTC.  
20 CONSULTANT may expect to receive payment within a reasonable time thereafter and in any event in the  
21 normal course of business within thirty (30) days after the claim is submitted.

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

23 9.1. This Agreement shall commence on the date first written above and shall remain in effect  
24 through completion of the Project unless otherwise terminated as provided herein.

25 9.2. Program scheduling shall be as described in Exhibit "A" unless revisions to Exhibit "A" are  
26 approved by both ICTC and CONSULTANT's Contract Manager. Time extensions may be allowed for  
27 delays caused by ICTC, other governmental agencies, or factors not directly brought about by the  
28 negligence or lack of due care on the part of CONSULTANT.

1 10. SUSPENSION OF AGREEMENT.

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

6 11. SUSPENSION AND/OR TERMINATION.

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

15 11.2. Upon such termination, CONSULTANT shall immediately turn over to ICTC any and all  
16 copies of videotapes, studies, sketches, drawings, computations and other data, whether or not completed,  
17 prepared by CONSULTANT in connection with this Agreement. Such materials shall become the  
18 permanent property of ICTC.

19 12. INSPECTION.

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

25 13. OWNERSHIP OF MATERIALS.

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

1 14. INTEREST OF CONSULTANT.

2 14.1. CONSULTANT covenants that it presently has no interest, and shall not acquire any  
3 interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the  
4 performance of the services hereunder.

5 14.2. CONSULTANT covenants that, in the performance of this Agreement, no sub-contractor or  
6 person having such an interest shall be employed.

7 14.3. CONSULTANT certifies that no one who has or will have any financial interest pursuant to  
8 this Agreement is an officer or employee of ICTC.

9 15. INDEMNIFICATION.

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

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

1 negligence, or caused by the willful misconduct, of ICTC, or any of its members, board members,  
2 officers, officials, employees, agents or volunteers.

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

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

8 16. INDEPENDENT CONTRACTOR.

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

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

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

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

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

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

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

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

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

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

9 17. INSURANCE.

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

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

22 \$2,000,000 per occurrence for bodily injury and property damage

23 \$1,000,000 per occurrence for personal and advertising injury

24 \$4,000,000 aggregate for products and completed operations

25 \$4,000,000 general aggregate

26 (ii) COMMERCIAL AUTOMOBILE LIABILITY insurance which shall be at least as broad as  
27 the most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01,  
28 and include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code



1 1 - Any Auto) with limits of liability of not less than \$2,000,000 per accident for bodily injury and  
2 property damage.

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

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

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

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

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

22 All policies of insurance required hereunder shall be endorsed to provide that the coverage shall  
23 not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar day written  
24 notice has been given to ICTC. Upon issuance by the insurer, broker, or agent of a notice of  
25 cancellation, non-renewal, or reduction in coverage or in limits, Consultant shall furnish ICTC with a  
26 new certificate and applicable endorsements for such policy(ies). In the event any policy is due to  
27 expire during the work to be performed for ICTC, Consultant shall provide a new certificate, and  
28

1 applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the  
2 expiration date of the expiring policy.

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

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

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

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

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

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

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

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.** Upon request of ICTC,  
5 Consultant shall immediately furnish ICTC with a complete copy of any insurance policy required under  
6 this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and  
7 correct copy of the original policy. This requirement shall survive expiration or termination of this  
8 Agreement.

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

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

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

1 endorsements shall be on file with Consultant and ICTC prior to the commencement of any work by the  
2 sub-Consultant.

3 18. ASSIGNMENT.

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

7 19. NON-DISCRIMINATION.

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

24 20. NOTICES AND REPORTS.

25 20.1. All notices and reports pursuant to this Agreement shall be in writing and may be given  
26 by personal delivery or by mailing by certified mail, addressed as follows:

27 ///

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  
Kleinfelder, Inc.  
550 West C Street, Suite 1200  
San Diego, CA 92101

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.

27 ///

28 ///

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 \_\_\_\_\_  
ROBERT AMPARANO  
Chair

7 ATTEST:

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

11 **CONSULTANT:**

12  
13  
14 By: \_\_\_\_\_  
KELLY BURNELL, PE

15 APPROVED AS TO FORM:

16 KATHERINE TURNER  
17 COUNTY COUNSEL

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