

**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MINUTES FOR September 26, 2018**

**6:00 p.m.**

**VOTING MEMBERS PRESENT:**

<p>City of Brawley City of Calipatria City of El Centro City of Holtville City of Imperial City of Westmorland County of Imperial Imperial Irrigation District</p>	<p>George Nava Maria Nava-Froelich Cheryl Viegas-Walker James Predmore Robert Amparano – Vice-Chair Ana Beltran (alt.) Luis Plancarte – Chairman Erik Ortega</p>
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**NON-VOTING MEMBERS PRESENT:**      Caltrans District 11                      Ann Fox

**STAFF PRESENT:**      Mark Baza, Kathi Williams, Cristi Lerma, Virginia Mendoza, David Aguirre;  
Eric Havens: ICTC Counsel

**OTHERS PRESENT:** David Salgado: SCAG; Eric Estell: First Transit; Marcelo Peinado: Caltrans;  
William Roller: Press; Augustin Chang: Psomas; Mary Helen Dollente: member of  
the public

The following action minutes are listed as they were acted upon by the Imperial County Transportation Commission and as listed on the agenda for the meeting held Wednesday, September 26, 2018 together with staff reports and related documents attached thereto and incorporated therein by reference.

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

[Chair Plancarte](#) called the Commission meeting to order at 6:14 p.m. Roll call was taken and a quorum was present.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

Mrs. Mary Helen Dollente, resident of the City of Holtville addressed the Commission to voice her concerns regarding the use of Orchard Rd. between Havens and Edwards by tractor-semi trailers. Mrs. Dollente described she is a part of a neighborhood alliance of about 200 residents and she is working with County Public Works to find a solution to this issue. The main issue is that the tractor-semi trailers are using Orchard Rd. as a commercial corridor and this is causing high level noise, speeding and a disregard of a stop sign where children wait for the school bus at various times of the day. She also stated that she'd like to hold a meeting in her home and invite everyone present so that people can hear and feel what happens when commercial vehicles use Orchard Rd. The Commission discussed some options, including reducing the speed limit and implementing weight restrictions on the road. Ms. Fox stated that Caltrans is working with the County to install signage etc. Mrs. Dollente thanked all for listening to her concerns.

**IV. CONSENT CALENDAR**

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

- A. Approved the ICTC Commission Draft Minutes: August 22, 2018  
September 11, 2018

## V. REPORTS

- A. ICTC Executive Director  
- The Executive Director report can be found on page 13 of the agenda.
- B. Southern California Association of Governments (SCAG)  
- A SCAG report can be found on page 22 of the agenda.
- C. California Department of Transportation (Caltrans)  
- A Caltrans report can be found on page 30 of the agenda.
- D. Commission Member Reports  
- There were several Committee Member reports from various agencies.

## VI. ACTION CALENDAR

- A. Calexico Intermodal Transportation Center Architectural and Engineering Services – Award Recommendation

Ms. Mendoza presented this item to the Commission. She stated that ICTC staff recently completed a competitive bid process to acquire a consultant firm for the completion of Architectural and Engineering services for design of the Calexico Intermodal Transportation Center. This project is funded by Congestion Mitigation and Air Quality (CMAQ) program funds with a local match from Transportation Development Act (TDA).

The purpose of the Request for Proposals (RFP) was to acquire qualified engineering professionals to provide architectural/engineering and project management services for Design. The project services will include but are not limited to: preliminary right-of-way assessment and access agreements; topographic survey, environmental site assessment (including applicable studies and geotechnical investigation and report); conceptual design; final design; preparation of contract documents and specifications, engineer's opinion of probable quantity, costs assistance and recommendations with regard to construction advertisement and contract award and construction support services.

A proposal evaluation committee was coordinated to complete the review of proposals and interviews of qualified firms. The evaluation committee was comprised of staff from Caltrans, City of Calexico, City of El Centro and ICTC. The committee met on May 17, 2018 to review and rank all three (3) proposals received. Based on the proposal rankings all three (3) firms were then called back for oral interviews conducted on June 1, 2018.

The final ranking of the consultants teams listed below was based on the following criteria: Technical Approach; Project Management; References; Familiarity and/or specific experience with local, state and federal project procedures using Caltrans' Local Assistance Procedures Manual for local agency advertised projects; Overall quality of proposal, including qualifications and thoroughness; Attainment of Disadvantage Business Enterprise (DBE) goal of 15%; and Completion of response and references.

The ranking is listed as follows:

<u>NAME</u>	<u>RANKING</u>
Psomas	1
Chen Ryan	2
CH2M now JACOBS	3

The CMAQ grant is for \$495,000 with a local match of \$64,000 from ICTC's TDA funds. All federal and local funds will be dedicated to the design contract of this project.

The ICTC Management Committee met on September 26, 2018 and forwarded this item to the ICTC Commission for their review and approval after public comment, if any:

1. Approved the award of the Architectural and Engineering Consultant Agreement for the Calexico Intermodal Transportation Center to Psomas in the amount of \$557,884.63.
2. Authorized the Chairperson to sign the consultant agreement.

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

B. IVT RIDE - Calexico, Public Dial-a-Ride Paratransit Services - Review FY 2017-18

Mr. Aguirre presented this item to the Commission. He stated that in FY 2016-17, the Paratransit Coordination Committee (PCC) developed several recommendations for service changes to remain cost effective, which were approved by the Commission and implemented in January 2018. These included several reductions in service hours; on Saturdays in Imperial and on weekdays in the late afternoon in Brawley. In addition, the West Shores IVT RIDE bus now travels into Brawley on a reservation basis on Tuesdays only. No changes were recommended for El Centro or Calexico at that time. In FY 2017-18, as a result of not attaining the projected 10% fare revenue goal, 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 \$10,636.18.

In addition, ICTC staff recommends that additional service changes to reduce inefficient operating hours and reduce operations cost in Calexico be implemented effective Nov 1, 2018 after a period of public notice. This service reduction would take the form of reducing the service hours on the third bus from 8 to 6 hours per day.

Lastly, IVT RIDE has different fares in each of the service areas which may need to be adjusted. Staff recommend that any fare increases be deferred until a system wide fare study of all of the transit services can be completed.

The ICTC Management Committee met on September 26, 2018 and forwarded this item to the ICTC Commission for their review and approval after public comment, if any:

1. Authorized a FY 2017-18 year end payment to FIRST TRANSIT Inc. for the IVT RIDE - Calexico, in an amount of \$10,636.18 from the transit services account (7416001) fund balance.

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

2. Directed staff to implement the recommend changes to the IVT RIDE Calexico service operations; reduction from 8 to 6 service hours on the third bus, as of November 1, 2018 after public notice.

A *motion* was made by [Viegas-Walker](#) and seconded by [Nava](#), **Motion Carried** unanimously.

3. Directed staff to not seek the extension options for the sixth, seventh and eighth year of operations, thereby conducting a competitive bid for the IVT RIDE concurrent with the IVT and IVT Access competitive bid for FY 2019-20.

A *motion* was made by [Viegas-Walker](#) and seconded by [Amparano](#), **Motion Carried** unanimously.

- C. Review for the IVT MedTrans; Non-emergency Transportation to Medical Facilities in San Diego - Operating Agreement, FY 2017-18 to FY 2020-21

The ICTC Management Committee met on September 26, 2018 and forwarded this item to the ICTC Commission for their review and approval after public comment, if any:

1. Authorize a FY 2017-18 year end payment to FIRST TRANSIT Inc. for the IVT MedTrans service, in an amount of \$31,957.45 from the transit services account (7416001) fund balance.
2. Direct staff to not seek the two, one year extension options for the fourth and fifth year of operations, thereby conducting a competitive bid for the IVT MedTrans concurrent with the IVT and IVT Access competitive bid for FY 2019-20.
3. Direct staff to make arrangements for a public hearing on October 24, 2018 at 6:00 PM for the purpose of receiving public input on a fare pricing adjustment for the IVT MedTrans.

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

## VII. CLOSED SESSION

- A. Motion to Adjourn to Closed Session  
A *motion* was made by [Nava-Froelich](#) and seconded by [Predmore](#), **Motion Carried**
- B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
Daniel Sumpter, Superior Court County of Imperial, Case # ECU000533 (Government Code §54956.9(d)(1))
- C. Announcement of Closed Session Action(s): The Commission met in closed session, direction was given and no reportable action was taken.

## VIII. NEXT MEETING DATE AND PLACE

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, October 24, 2018 at 6:00 p.m.**, at the **County of Imperial Board Chambers**, at 940 W. Main Street, El Centro, CA.

## IX. ADJOURNMENT

- A. Meeting adjourned at 7:16 p.m.