TRANSPORTATION COMMISSION MEETING AGENDA

WEDNESDAY, OCTOBER 23, 2013
6:00 p.m. (or immediately after IVRMA or LTA)

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

CHAIR: JACK TERRAZAS       VICE CHAIR: LARRY RITCHIE

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

I. CALL TO ORDER AND ROLL CALL

II. EMERGENCY ITEMS
   A. Discussion/Action of emergency items, if necessary.

III. PUBLIC COMMENTS

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

IV. APPROVAL OF CONSENT CALENDAR
   (Executive Director recommends approval of consent calendar items)

   A. Approval of ICTC Board Draft Minutes: September 25, 2013 Page 4
   B. Receive and File:
      1. ICTC Management Committee Draft Minutes: October 9, 2013 Page 9
      2. ICTC TAC Committee Draft Minutes: September 26, 2013 Page 14
      3. ICTC SSTAC Minutes: September 4, 2013 Page 17

      The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval after public comment, if any:

      1. Authorize the Chairman to sign the two year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of LPM and Associates for the not to exceed annual fee of $11,000.00 effective November 1, 2013 through November 30, 2015.
D. FY 2013-14 Appointment of the Social Services Transportation Advisory Council (SSTAC)

The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval, after public comment if any:

1. Appoint the Social Services Transportation Advisory Council (SSTAC) for FY 2013-14 for the positions and terms per the enclosure.

V. INFORMATION / DISCUSSION CALENDAR

A. HERO – Residential and Commercial Pace Program
   Presentation by Barbara Spoonhour of Western Riverside Council of Governments (WRCOG)

VI. REPORTS

A. ICTC Executive Director
   - See attached Executive Director Report on page 31
B. Southern California Association of Governments
C. California Department of Transportation – District 11
D. Commission Member Reports

VII. ACTION CALENDAR

A. Imperial Valley Transit (IVT) Specific Operational Analysis (SOA) – Circulator Bus Design Project – FY 2012-13
   The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval, after a presentation by the Consultant team and ICTC staff, and public comment if any:
   1. Adopt the IVT Imperial Valley Transit (IVT) Specific Operational Analysis (SOA) – Circulator Bus Design Project – FY 2012-13
   2. Direct staff to proceed with the contractual negotiations for the implementation of the IVT Gold Line with the current operator of the fixed route transit system, First Transit Inc.
   3. Direct staff to identify or pursue operational funding for the IVT Orange and Red Lines

B. Application for Federal Transit Administration (FTA) Section 5311 Program Funds FY 2013-14 – County Wide Transit System and the City of Brawley
   The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval after public comment, if any:
   1. Adopt the attached resolution authorizing the Executive Director to sign FTA 5311 FY 2013-14 grant applications and all supporting documentation, and submit the applications to Caltrans.
   2. Approve the following additional actions relative to the IVT Brawley IVT Gold Line Bus Stop Improvement Program Phase 1:
      a. Approve the use of $60,200.00 as the local match from the FY 2013-14 TDA operating reserve.
      b. Direct staff to develop an RTIP amendment for the Brawley IVT Gold Line Bus Stop Improvement Program.

IX. NEXT MEETING DATE AND PLACE

A. The next meeting of the Imperial County Transportation Commission will be held on Wednesday, November 13, 2013 at 6:00 p.m., at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

X. ADJOURNMENT

A. Motion to adjourn
IV. APPROVAL OF CONSENT CALENDAR

A. APPROVAL OF ICTC BOARD DRAFT MINUTES:
   SEPTEMBER 25, 2013

B. RECEIVE AND FILE:
   1. ICTC MANAGEMENT COMMITTEE DRAFT MINUTES:
      OCTOBER 9, 2013
   2. ICTC TAC COMMITTEE DRAFT MINUTES:
      SEPTEMBER 26, 2013
   3. ICTC SSTAC MINUTES:
      SEPTEMBER 4, 2013
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 25, 2013 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Vice-Chair Ritchie called the Commission meeting to order at 6:14 p.m. Roll call was taken.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

There were none.

IV. APPROVAL OF CONSENT CALENDAR

A motion was made by Sanders and seconded by Nava to approve consent items A and B; Motion carried.

A. Approval of ICTC Board Draft Minutes: July 24, 2013

B. Received and Filed:

1. ICTC Management Committee Draft Minutes: September 11, 2013
2. ICTC TAC Committee Draft Minutes: August 22, 2013
3. ICTC SSTAC Council Minutes: July 3, 2013

V. INFORMATION / DISCUSSION CALENDAR

A. Mobility 21 Legislative Update

Mobility 21 is a coalition that brings together public, business and community stakeholders to pursue regional solutions to the transportation challenges facing Imperial, Los Angeles, Orange, Riverside, San Bernardino, San Diego and Ventura Counties. A nonpartisan alliance, Mobility 21 delivers a unified voice for the region’s transportation priorities and seeks to improve mobility in the region.
Marnie Primmer is the Executive Director of Mobility 21. Mr. Baza stated that Ms. Primmer is a big part of ICTC’s legislative effort.

The primary goals and objectives of Mobility 21 are:

- **Primary Goals**
  - Support practical solutions to Southern California’s transportation challenges
  - Mobilize regional support for transportation funding and legislative priorities at the federal and state levels
  - Unite political leaders around common priorities for transportation
  - Bring together residents, civic leaders, business groups and industry experts to inspire them to act and educate them on how to effectively speak out in support of transportation

- **Primary Objectives**
  - Travel to Washington, D.C., and Sacramento, CA at least annually to advocate legislative and policy priorities determined at the Mobility 21 Summit
  - Communicate through regular action alerts, emails and newsletters to Coalition and Summit participants and other stakeholders on progress related to identified legislative and policy priorities
  - Increase public involvement in advocating for public transportation funding
  - Educate government officials and the community at large on the importance of a unified vision for transportation in Southern California through regular contact and meetings by coalition participants

### VI. REPORTS

**A. ICTC Executive Director**

Mr. Baza and staff had the following announcements:

- **Imperial-Mexicali Binational Alliance:** The Memorandum of Understanding was successfully signed by all parties at a ceremony event held on September 18, 2013 in the City of Mexicali. Attached is a copy of the signed MOU. The MOU describes the goals of the Alliance and our future opportunities to collaborate in the core areas of economic development, environmental and border infrastructure. Supervisor Jack Terrazas is the ICTC representative.

- **Calexico Intermodal Transportation Center:** The consultant agreement is completed and ICTC and SCAG are anticipating a Notice to Proceed (NTP) in late September 2013. The feasibility study’s scope of work will begin after the NTP and will include: Kick off meeting, stakeholder meetings, public workshops, stakeholder surveys, site selection analysis, and financial and operational feasibility reports.

- **IVT Circulator Design Project Progress:** ICTC is continuing the project development for the intracity circulator route designs. The AECOM consultant team presented a set of initial conceptual route designs for each city (Brawley, Calexico and Imperial) to the project steering committee. The initial Route reviews have been completed for each of the cities proposed conceptual route plans and bus stop locations, and were presented and approved by the City Councils of Calexico and Imperial on September 3rd and 4th. The Draft final report is scheduled to be completed and presented to Management Committee and Commission in October 2013.

- **The IVT Gold Line (City of Brawley) Progress:** The Brawley City Council approved the conceptual plan on July 16th after a presentation by AECOM and ICTC staff. The conceptual route has progressed towards the implementation phase. For the Gold Line all bus stops have been identified. Cost estimates, funding and operational issues are being finalized.
The goal is to have the IVT Gold Line demonstration route in operation in early December 2013. The first three years are anticipated to be a demonstration phase in order to gauge ridership and adjust for any other operational issues which may arise after start up.

- Brawley Transfer Terminal: The construction was completed in August and became operational on August 1, 2013. The City in partnership with ICTC are planning to have a ribbon-cutting celebration in the coming weeks.
- El Centro Transfer Terminal: Construction is in progress with completion still on schedule for completion in December 2013.
- IVT Bus Stop Safety and Design Standards Guidelines Project: Following our advertisement of Request for Proposals (RFP) in August 2013, we are proceeding with the proposal review and selection process. Contract award is scheduled for November 2013. The final product will benefit ICTC, the cities and County in our future to implement future bus stop and terminal capital improvements throughout the region. This project is the second phase of the multi-year Four Phase Bus Stop Improvement Program.
- Transportation Development Act (TDA-State Funds) Triennial Performance Audit Project: Following our advertisement of Request for Proposals (RFP) in August 2013, we are proceeding with the proposal review and selection process. Contract award is scheduled for November 2013. The audit is a state mandated requirement every three years for all TDA funds received in Imperial County.
- ADA Paratransit Service Certification and Eligibility Process, Demand Management Review and Growth Assessment. Proposals (RFP) were released in September 2013. We are soliciting for a consultant that will evaluate our certification and eligibility process for the ADA paratransit service, provide an assessment of the growth and subsequent demand for future years.
- Update to the 2008 Coordinated Public Transit and Human Services Transportation Plan. Proposals were released in September 2013. We are soliciting for a consultant that will revise and update the plan created in 2008. The primary purpose of the Coordinated Plan is to continue to meet the Federal Transit Administration’s (FTA) and other funding agency’s requirements for eligibility for various grants, including but not limited to the FTA Section 5310 program. The update to the Coordinated Plan will include a reassessment of all available public and private transportation services in Imperial County, a reassessment of public and social services transportation needs, development of strategies and/or activities to address gaps in service, identification of coordination actions to eliminate or reduce duplication in services where they exist, and a prioritization of implementation strategies. Southern California Association of Governments (SCAG)
- ICTC / IVT will be providing transportation during the Gran Plaza recruitment effort.
- Staff is currently assisting the consultant working on the San Diego / Imperial Valley Disparity Study. The information obtained will help to develop DBE goals.
- Next Commission meeting, a representative from the Western Riverside Council of Governments (WRCOG) will be presenting the California HERO program, and staff will be requesting to adopt an MOU to partner with WRCOG.

B. Southern California Association of Governments (SCAG)

Mr. Oliva had the following announcements:
- The Caltrans grant for the Regional Safe Routes (SR2S) to School Master Plan for Imperial County was approved. Also approved was an additional grant for the local match. The project is fully funded and ICTC is the lead agency for this project. This plan will allow local agencies to score higher on their SR2S applications.
- In October 2012 the Regional Housing Needs Assessment (RHNA) allocation plan was approved. October 15, 2013 is the deadline to submit any RHNA updates.
- GIS services program meeting was held at the County offices. Planners requested a new fly over Imperial County and SCAG is able to commit $50k; the total cost will be from $100k to $150k.
- SCAG and the Southern California Leadership Council will co-host the 4th Annual Economic Summit, on Thursday, December 5, 9:00 a.m. - 2:00 p.m. at the Omni Los Angeles Hotel at California Plaza. This summit is an extraordinary occasion for state and local elected officials, public and private sector CEOs, business and labor leaders, stakeholder agency representatives and city managers to come together to find ways in which we can build a stronger, more prosperous and sustainable Southern California. Mark your calendars now. More information on this event will be sent to you soon. I look forward to seeing you at the summit.
- Save the Date: 2014 Regional Conference and General Assembly SCAG will host the 49th Annual Regional Conference & General Assembly on May 1 - 2, 2014, at the Renaissance Esmeralda Indian Wells Resort & Spa. Please mark your calendars for this important regional event that will feature high-profile keynote speakers, engaging panel discussions, live entertainment and more. Additional details and registration information will be available in the coming months.

C. California Department of Transportation (Caltrans)
- Caltrans will be going to the California Transportation Commission (CTC) in December requesting approval for the last of the construction funds for the Dogwood Interchange / I8 project.
- A Focus on Freight Advisory meeting will be held on November 6, 2013 in San Diego.

D. Commission Member Report
- Mr. Nava reported that there have been a few accidents along the Brawley Bypass on Hovley and Best Roads. The accident / traffic information was sent to Caltrans via mail. Mr. Amen stated that he would take a look at and go from there once they receive it.
- Ms. Nava-Froelich stated that there is heavy brush on Hwy 111 between Brawley and Calipatria. She said it goes for miles and someone that wants to utilize the shoulder will not be able too. Mr. Figge stated that Caltrans will review it.
- Mr. Gran announced that the City of Imperial will be hosting a Farmer’s Market on October 19, 2013 form 4 p.m. to 8 p.m. Also, Aviation day is scheduled for October 26, 2013 at Imperial County Airport. A wing cookout will be held on that same day. The event is from 9 a.m. to 3 p.m.
- Ms. Sanders shared a human interest story. She said she attended a person’s 100th birthday and this individual shared some personal stories.
- Ms. Nava-Froelich invited all to attend Calipatria’s Chamber meeting on October 2, 2013
- Mr. Goodsell stated that the City of Holtville is breaking ground on new residential housing. Also, Holtville will be having a Chamber Mixer tomorrow, September 26, 2013 at the Barbara Worth Country Club. The 24 Carrots award will be presented to Mr. Jerry Brittsan.
- Mr. Ritchie stated that the City of Westmorland received a grant for $1.5 million for repairs on the water and sewer plants.
- Mr. Nava stated that a Chamber Mixer in the City of Brawley will be held tomorrow, September 26, 2013 and recognition will be given to Asiago’s Restaurant for 9 years of business.

VII. ACTION CALENDAR

A. 2014 State Transportation Improvement Program (STIP) Recommendations for Imperial County
The State Transportation Improvement Program (STIP) provides funding for larger transportation projects on the State Highway System over a 5-year period. The STIP is administered by the California Transportation Commission (CTC) and is updated every other year (biennially). Additional funding is usually made available for programming during each STIP cycle. The Imperial County Transportation Commission (ICTC) is required under State law to select STIP projects for Imperial County working closely with Caltrans.

ICTC staff met with Caltrans District 11 and ICTC’s STIP consultant, COH and Associates, Inc., on July 17, 2013 to discuss options for the 2014 STIP. The recommendations included in the attached report represent the recommendations developed and agreed to at the July 17, 2013 meeting. The recommendations maintain the integrity and priority of the projects in the current 20 Year Regional Transportation Plan (RTP) and the adopted STIP.

In summary, the proposed changes are as follows: $600,000 in Planning, Programming and Monitoring, $33,650,000 for construction and construction support for the I-8/Imperial Avenue Interchange, and remove Transportation Enhancement Reserve funds in the amount of $2,522,000. The total request amount is $31,728,000. Please refer to the attached 2014 STIP Recommendations Report for details.

ICTC is required to adopt and submit the 2014 STIP for Imperial County by December 15, 2013. The CTC has scheduled a hearing in February 2014 prior to adoption of the STIP scheduled for March 2014.

On August 22, 2013, the TAC reviewed the attached 2014 STIP Recommendations for Imperial County. The ICTC Management Committee reviewed the recommendations on September 11, 2013 and requests forwarding this item to the Commission for approval consideration.

It was requested that the Imperial County Transportation Commission take the following action after public comment, if any:

1. Approved the 2014 STIP Recommendations for Imperial County, requesting $600,000 in Planning, Programming and Monitoring, $33,650,000 for construction and construction support of the I-8/Imperial Avenue Interchange, and remove TE reserves in the amount of $2,522,000.

A motion was made by Sanders and seconded by Goodsell; Motion carried.

IX. NEXT MEETING DATE AND PLACE

The next meeting of the Imperial County Transportation Commission will be held on October 23, 2013 at 6:00 p.m., at the County of Imperial Board Chambers, at 940 W. Main Street, El Centro, CA.

X. ADJOURNMENT

A motion was made to adjourn the meeting by Nava and seconded by Gran, Motion carried. Meeting adjourned at 7:25 p.m.
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, October 9, 2013 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Vice-Chair Meyerhoff called the Committee meeting to order at 10:40 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none.

III. PUBLIC COMMENTS

A. There were none.

IV. CONSENT ITEMS

A motion was made by Servin seconded by Picazo to approve consent items 4A through 4D. Motion carried unanimously.

A. Approved ICTC Management Committee Minutes for September 4, 2013

B. Received and filed:
   1. ICTC Board Draft minutes for September 25, 2013
   2. ICTC TAC Minutes for August 22, 2013
   3. ICTC SSTAC Draft Minutes for September 4, 2013

C. Extension of the Transit Drug and Alcohol Audits Agreement, LPM and Associates, FY 2013-14 through FY 2014-15
1. Authorized the Chairman to sign the two year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of LPM and Associates for the not to exceed annual fee of $11,000.00 effective November 1, 2013 through November 30, 2015.

D. FY 2013-14 Appointment of the Social Services Transportation Advisory Council (SSTAC)

1. Appointed the Social Services Transportation Advisory Council (SSTAC) for FY 2013-14 for the positions and terms per the enclosure.

V. REPORTS

A. ICTC Executive Director

Mr. Baza and staff had the following announcements and/or updates:

- Imperial-Mexicali Binational Alliance: The next Binational Alliance meeting is scheduled for November 14, 2013 in the City of Holtville.
- Calexico Intermodal Transportation Center: The consultant agreement is completed and ICTC and SCAG have issued a Notice to Proceed (NTP) on October 3, 2013. The consultant awarded the contract is Huitt-Zollars Inc. The Kick off meeting is scheduled for October 10, 2013 at the ICTC offices. The feasibility study’s scope of work will also include: stakeholder meetings, public workshops, stakeholder surveys, site selection analysis, and financial and operational feasibility reports.
- IVT Circulator Design Project Progress: ICTC is continuing the project development for the intracity circulator route designs. The AECOM consultant team presented a set of initial conceptual route designs for each city (Brawley, Calexico and Imperial) to the project steering committee. The initial Route reviews have been completed for each of the cities proposed conceptual route plans and bus stop locations, and were presented and approved by the City Councils of Calexico and Imperial on September 3rd and 4th. The Draft final report is completed and scheduled to be presented to Management Committee and Commission in October 2013.
- The IVT Gold Line (City of Brawley) Progress: The Brawley City Council approved the conceptual plan on July 16th after a presentation by AECOM and ICTC staff. The conceptual phase has progressed towards the implementation phase. For the Gold Line all bus stops have been identified. Cost estimates, funding and operational issues have been finalized. The goal is to have the IVT Gold Line demonstration route in operation, in December 2013. The first three years will be a demonstration phase in order to gauge ridership and adjust for any other operational issues which may arise after start up.
- Brawley Transfer Terminal: The construction was completed in August and became operational on August 1, 2013. The City in partnership with ICTC are planning to have a ribbon-cutting celebration in the coming months.
- El Centro Transfer Terminal: Construction is in progress with completion still on schedule for December 2013.
- IVT Bus Stop Safety and Design Standards Guidelines Project: Following our advertisement of Request for Proposals (RFP) in August 2013, proposal review and selection process is underway. Contract award is scheduled for November 2013. The final product will benefit ICTC, the cities and County in our future to implement future bus stop and terminal capital improvements throughout the region. This project is the second phase of the multi-year Four Phase Bus Stop Improvement Program.
- Transportation Development Act (TDA-State Funds) Triennial Performance Audit Project: Following our advertisement of Request for Proposals (RFP) in August 2013, the proposal review and selection process is underway. Contract award is scheduled for November 2013. The audit is a state mandated requirement every three years for all TDA funds received in Imperial County.
- ADA Paratransit Service Certification and Eligibility Process, Demand Management Review and Growth Assessment. Proposals (RFP) were released in September 2013. We are soliciting for a consultant that will evaluate our certification and eligibility process for the ADA paratransit service, provide an assessment of the growth and subsequent demand for future years.

- Update to the 2008 Coordinated Public Transit and Human Services Transportation Plan. Proposals were released in September 2013. We are soliciting for a consultant that will revise and update the plan created in 2008. The primary purpose of the Coordinated Plan is to continue to meet the Federal Transit Administration’s (FTA) and other funding agency’s requirements for eligibility for various grants, including but not limited to the FTA Section 5310 program. The update to the Coordinated Plan will include a reassessment of all available public and private transportation services in Imperial County, a reassessment of public and social services transportation needs, development of strategies and/or activities to address gaps in service, identification of coordination actions to eliminate or reduce duplication in services where they exist, and a prioritization of implementation strategies.

B. Southern California Association of Governments (SCAG)
Mr. Oliva has the following updates:
- 73 applications were approved by SCAG for their Sustainability Program, previously the Compass Blueprint. One application was submitted from Imperial County, more specifically by ICTC. Mr. Oliva stated that Mr. Ikhrata encourages all agencies to apply for this grant in the future.
- Strategic Growth Council is revising its grant application process and will be adopting the revisions on November 5, 2013.
- The last day to submit any updates to the 5th Cycle of the housing element is October 15, 2013.
- Meetings with ICTC, Caltrans and SANDAG have been held to discuss the coordination for GIS services. SANDAG has a fly over scheduled next year and coordination to include Imperial County is being discussed. Contributions are also being requested from local agencies. The total cost of this project will be an estimated $200k. Ms. Bayon Moore inquired about the contribution amount. Mr. Oliva stated that there is no specific amount.

C. California Department of Transportation – District 11
Mr. Gojuangco had the following updates:
- Dogwood project: this project will be ready to list at the end of October.
- Senate Bill 99 created the Active Transportation Program. A Caltrans work group will have meetings on October 17, 2013 at the Sacramento Caltrans office and on October 28, 2013 at Caltrans District 7.
- Currently FHWA is doing a process review of the DBE program, specifically the Good Faith Effort (GFE) portion due to GFE’s not being satisfactory. More information to come.
- The FHWA has done some reorganization. Matt Schmidt is the new Manager for Local and Statewide programs and Gene Maser the Liaison for Local Programs.
- Dennix Anbiah has left Caltrans. Ray Zhang is the acting Director of Local Programs and is moving forward to acquire a permanent position.
- “Every day Counts” was discussed at the last Southern California Local Assistance Meeting. This initiative will assist to streamline and enhance program delivery.
- Delivery for FFY 2013 is closed out. There were 21 local projects being tracked on the FHWA obligation plan. 10/21 were obligated; 5/21 were re-programmed to FFY 2014; 6/21 were delayed due to Buy America and other constraints and they were pushed out to FFY 2014 and are hopeful they will be obligated during the August redistribution.
D. Committee Member Reports

- There was none.

VI. ACTION CALENDAR

A. Imperial Valley Transit (IVT) Specific Operational Analysis (SOA) – Circulator Bus Design Project – FY 2012-13

In December 2012, the Commission executed a contract with AECOM Inc. for the IVT Specific Operational Analysis – Circulator Bus Design Project. The IVT SOA was to be a planning effort involving the design of circulator bus routes similar to the IVT – Blue and Green lines in El Centro. However these routes would be developed for the Cities of Brawley, Imperial and Calexico.

This project was funded by a federal Sec 5304 planning grant received by the Southern California Association of Governments (SCAG), whom submitted the grant at our request in FY 2009-10 for a maximum amount of $ 112,500.

The project ensued and completed a review of existing services and communities, with the level of service provided and the potential for new services and revenues available. The consultant team spent time reviewing circulation and development plans, trip generators and performance data. The consultant team conducted a bilingual survey, conducted bilingual public workshops in each City, and interacted with City staff to develop recommendations.

After the route designs were developed, individual presentations were provided by the consultant team to each City for comment and approval. The designs and City Council approvals are now presented to the Commission for further decisions on implementation. Actual implementation dates are dependent upon identifying operational funding.

Operational funding has been identified for the Brawley circulator called the IVT Gold Line. Therefore priority in the study process was been directed to the IVT Gold Line. An anticipated start date for the IVT Gold Line is being developed for December 2013.

After a presentation by the Consultant team and ICTC staff, it was requested that the ICTC Management Committee forward this item to the ICTC Commission for their review and approval after public comment, if any:

1. Adopted the IVT Imperial Valley Transit (IVT) Specific Operational Analysis (SOA) – Circulator Bus Design Project – FY 2012-13

2. Directed staff to proceed with the contractual negotiations for the implementation of the IVT Gold Line with the current operator of the fixed route transit system, First Transit Inc.

3. Directed staff to identify operational funding for the IVT Orange and Red Lines.

A motion was made by Bayon Moore seconded by Servin, Motion carried unanimously

B. Application for Federal Transit Administration (FTA) Section 5311 Program Funds FY 2013-14 – County Wide Transit System and the City of Brawley
The Federal Transit Administration (FTA) Section 5311 program provides an annual source of rural grant funding to offset operational costs within an identified rural area for mass transit purposes as specified by the Legislature. The rural grant program is administered by Caltrans. The apportionment remaining for FY 2012-13 is approximately $420,788. The apportionment for FY 2013-14 may not be available until March 2014, due to delays at the federal level. At this time there are two grant applications that are ready to move forward.

The Commission previously approved the annual FY 2013-14 Budget and Finance Plan on June 26, 2013. FTA 5311 Rural Transit Grant Funds in the amount of approximately $133,786 are to be applied to IMPERIAL VALLEY TRANSIT, the countywide transit system and IVT Access, the countywide paratransit service for persons with disabilities.

In addition, since December 2012, ICTC and Brawley staff have been working on the development of the IVT - Gold line bus service within the City of Brawley. Simultaneously, staff have been developing a capital improvement program with several phases, for the new bus stops. A portion of the project cost for 1st phase includes the construction of new handicap access ramps to bring the new bus stop locations into compliance with the Americans with Disabilities Act. To address this immediate need staff is requesting FTA 5311 Rural Transit Grant Funds in the amount of approximately $239,900. Plus, a local match of $60,200.00 is also requested from the local TDA operating reserve.

$420,788 FTA 5311 apportionment remaining for FY 2012-13
$133,786 for operating funds for the IVT and IVT Access services in the rural area
$239,000 for the IVT gold line bus stops
$48,002 FTA 5311 balance remaining for FY 2012-13

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

1. Adopts the attached resolution authorizing the Executive Director to sign FTA 5311 FY 2013-14 grant applications and all supporting documentation, and submit the applications to Caltrans.

2. Approves the following additional actions relative to the IVT Brawley IVT Gold Line Bus Stop Improvement Program Phase 1:
   a. Approve the use of $60,200.00 as the local match from the FY 2013-14 TDA operating reserve.
   b. Direct staff to develop an RTIP amendment for the Brawley IVT Gold Line Bus Stop Improvement Program.

A motion was made by Medina seconded by Servin, Motion carried unanimously.

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the Management Committee will be held on November 13, 2013 at the City of Brawley, Brawley, CA.

IX. ADJOURNMENT

A. Meeting adjourned at 11:39 a.m.
1. The meeting was called to order by Vice Chair Wells at 10:07 a.m. A quorum was present. Introductions were made. Chair Arellano took over the meeting a few moments later.

2. A motion was made to adopt the minutes for July 25, 2013 (Wells/Hagen) **Motion Carried.**

3. ICTC Updates / Announcements

   a. Transit Updates

   Ms. Williams had the following updates:

   - The start date for the Brawley IVT Gold Line is December 1, 2013 or sometime shortly thereafter.
   - Brawley Transfer Terminal is open and in use. Staff is waiting to do a ribbon cutting for both the Gold Line and the Transfer Terminal.
- The next meeting for the El Centro Transfer Terminal is scheduled for October 10, 2013 at the El Centro Economic Development office.
- IVT Bus Stop Safety and Design Standards Guidelines Project: Following our advertisement of Request for Proposals (RFP) in August 2013, proposal review and selection process is underway. Contract award is scheduled for November 2013. The final product will benefit ICTC, the cities and County in our future to implement future bus stop and terminal capital improvements throughout the region. This project is the second phase of the multi-year Four Phase Bus Stop Improvement Program.
- Transportation Development Act (TDA-State Funds) Triennial Performance Audit Project: Following our advertisement of Request for Proposals (RFP) in August 2013, the proposal review and selection process is underway. Contract award is scheduled for November 2013. The audit is a state mandated requirement every three years for all TDA funds received in Imperial County.
- ADA Paratransit Service Certification and Eligibility Process, Demand Management Review and Growth Assessment. Proposals (RFP) were released in September 2013. We are soliciting for a consultant that will evaluate our certification and eligibility process for the ADA paratransit service, provide an assessment of the growth and subsequent demand for future years.
- Update to the 2008 Coordinated Public Transit and Human Services Transportation Plan. Proposals were released in September 2013. We are soliciting for a consultant that will revise and update the plan created in 2008. The primary purpose of the Coordinated Plan is to continue to meet the Federal Transit Administration’s (FTA) and other funding agency’s requirements for eligibility for various grants, including but not limited to the FTA Section 5310 program. The update to the Coordinated Plan will include a reassessment of all available public and private transportation services in Imperial County, a reassessment of public and social services transportation needs, development of strategies and/or activities to address gaps in service, identification of coordination actions to eliminate or reduce duplication in services where they exist, and a prioritization of implementation strategies.

Mr. Salgado had the following updates:
- ICTC was awarded a 2013–14 Community-Based Transportation Planning (CBTP) Grant for the implementation of a Regional Safe Routes to School Master Plan. ICTC was also awarded a SCAG Sustainability Grant that will be used as the local match for the CBTP grant. This project is fully funded.
- TDA Article 3 Bike and Pedestrian projects letters need to be submitted.
- The Notice to Proceed for the Calexico Intermodal Transit Center study was released.

b. Status on 2014 STIP Recommendations
   - The 2014 STIP was approved by the Commission on September 25, 2013.

c. Imperial – Mexicali Binational Alliance
   - The signing ceremony took place on October 18, 2013. The group is moving forward with the projects. The three goals of the group are:
     1. Transportation issues
     2. Environmental issues
     3. Economic Development issues

d. CMAQ Estimated Apportionments – FFY 13/14

e. RSTP Estimated Apportionments – FFY 13/14
   - A 2012 CMAQ Call for Projects Approved List was distributed to everyone.
The following CMAQ projects had a reduction in funds for FY 2013-14:
1. Calexico: CNG Station ($6,000)
2. Calipatria: N. International Ave. Sidewalk ($46,000)
3. Holtville: 4th St. Sidewalks ($47,000)
4. ICTC: Gold Line Circulator ($216,000)

- For CMAQ and RSTP, project delivery is important. If projects are not obligated in the fiscal year they are programmed, funds may be lost. If funds are carried over to the next fiscal year, obligational authority (OA) is impacted.
- Based on past experiences, it is important to address any issues early on so that OA is not impacted. SCAG will not authorize staff to program more than OA.
- Agencies affected by reduction, staff will be in touch.
- For RSTP funds, Imperial County received a larger sum than was requested.

4. SCAG Updates / Announcements
   - There were none.

5. Caltrans Updates / Announcements
   a. Obligation Plan
      - Mr. Medina reviewed the obligational authority for FFY 2012-2013 for Imperial County. He also reviewed the inactive obligation report.
   b. Buy America Update
      - Buy America applies to all contracts within the scope of NEPA determination regardless of whether the contract uses FHWA funding.
      - For non-federally funded utility relocations, FHWA is providing utility companies a reasonable period of time, through December 31, 2013, to take necessary steps to ensure that their steel and iron products used in relocation in work as part of a federal-aid highway project complies with Buy America.
      - FHWA agreed to process Buy America waivers on a quarterly basis.

6. General Discussion / New Business
   - None

7. Meeting adjourned at 11:15 a.m.
   - The next meeting will be held on October 24, 2013 at 10 a.m. at the ICTC Offices.
   - Motion to adjourn (Gaste/Espinoza) Motion Carried.
1. Chair Martinez called the meeting to order at 10:10 a.m. A quorum was present. Introductions were made.

2. Minutes adopted for July 3, 2013. (Vizcarra/Hack) **Motion Carried.**

3. Reappointment of Voting Positions

   Mr. Salgado described the charge of the SSTAC and referred to Public Utilities Code (PUC) 99238.

   Each transportation planning agency shall provide for the establishment of a social services transportation advisory council for each county, or counties operating under a joint powers agreement, which is not subject to the apportionment restriction established in Section 99232.

   (c) The social service transportation advisory council shall have the following responsibilities:
      (1) Annually participate in the identification of transit needs in the jurisdiction, including unmet transit needs that may exist within the jurisdiction of the council and that may be reasonable to meet by establishing or contracting for new public
transportation or specialized transportation agencies or by expanding existing services.

(2) Annually review and recommend action by the transportation planning agency for the area within the jurisdiction of the council which finds by resolution, that (A) there are no unmet transit needs, (B) there are no unmet transit needs that are reasonable to meet, or (C) there are unmet transit needs, including needs that are reasonable to meet.

(3) Advise the transportation planning agency on any other major transit issues, including the coordination and consolidation of specialized transportation services.

Overall Mission of the SSTAC:

Participants in the Social Services Transportation Advisory Council (SSTAC) are users, purchasers or providers of transit services. The voting members serve three year terms. The SSTAC is made up of the following groups:

- One potential transit users who is a representatives of the general public, seniors
- One potential transit users who is a representatives of the general public, disabled
- Two social service providers for seniors
- Two social service providers for disabled
- One social service providers for persons of limited means
- Two representatives from the local consolidated transportation service agency (CTSA)
- The transportation planning agency may appoint additional members in accordance with the procedure prescribed in subdivision (b) of PUC 99238.

The goal of the SSTAC is to maintain and improve transportation services to the residents of Imperial County, particularly the elderly and disabled.

The term for Category 3 members Sherry Leon and Griselda Martinez will expire in November. Both expressed continued participation in the SSTAC.

The term for Category 4 member KC Kennedy will expire in November. Ms. Kennedy was not present however Ms. Martinez agreed with Ms. Williams that Ms. Kennedy will continue to be a part of SSTAC.

Mr. Ceasar made a motion, seconded by Mr. Hack to appoint the above mentioned members to a 3 year term, Motion Carried.

4. Installation of Officers

The current Chair is Ms. Martinez and the current Vice-Chair is Ms. Vizcarra. Both expressed interest in changing roles. After discussion and a query to see if other voting members wished to participate, Ms. Martinez made a motion to nominate Ms. Vizcarra to be the Chair of the SSTAC, seconded by Ms. Ramirez, Motion Carried. Ms. Vizcarra made a motion to nominate Ms. Martinez to be the Vice-Chair of the SSTAC, seconded by Mr. Hack, Motion Carried.

5. CTSA Reports

- Ms. Williams stated that staff has been working diligently to gather the necessary information for the FTA Triennial Performance Audit process. FTA staff will be at the ICTC offices in November.
- Currently ICTC has two competitive bids in circulation. They are the “IVT Bus Stop Safety and Design Standards Guidelines Project”, which is in the consultant review and selection phase.
Contract award is scheduled for November 2013. The final product will benefit ICTC, the cities and County in the future to implement future bus stop and terminal capital improvements throughout the region. This project is the second phase of the multi-year Four Phase Bus Stop Improvement Program. The second competitive bid is for the Transportation Development Act (TDA-State Funds) Triennial Performance Audit Project. Staff is proceeding with the consultant review and selection process. Contract award is scheduled for November 2013. The performance audit is a state mandated requirement every three years for all TDA funds received in Imperial County.

Ms. Williams indicated that there are two RFP’s still in Draft format including the ADA Paratransit Service Certification and Eligibility Process, Demand Management Review and Growth Assessment. ICTC will be soliciting for a consultant that will evaluate the certification and eligibility process for the ADA paratransit service, provide an assessment of the growth and subsequent demand for future years. Also in draft is the Update to the 2008 Coordinated Public Transit and Human Services Transportation Plan. ICTC is soliciting for a consultant that will revise and update the plan created in 2008. The primary purpose of the Coordinated Plan is to continue to meet the Federal Transit Administration’s (FTA) and other funding agency’s requirements for eligibility for various grants, including but not limited to the FTA Section 5310 program. The update to the Coordinated Plan will include a reassessment of all available public and private transportation services in Imperial County, a reassessment of public and social services transportation needs, development of strategies and/or activities to address gaps in service, identification of coordination actions to eliminate or reduce duplication in services where they exist, and a prioritization of implementation strategies. Both RFP’s should be released by the middle to the end of September.

Mr. Salgado stated that the Passenger Statistical Summary (PSS) project in underway with IVT. The purpose is to evaluate the measurement of passenger miles periodically and randomly. This report is a federal requirement in order to continue to receive federal funds.

The Brawley Transfer Terminal is open and is in use.

The El Centro Transfer Terminal is scheduled to be opened in December 2013.

The Circulator Study which includes the Cities of Brawley, Calexico and Imperial should be finalized soon. The Gold Line concept was presented to the Brawley City Council and was approved. The Gold Line should begin operation in December. The Orange Line concept was approved by the Calexico City Council. This project in not currently funded. The Red Line concept will be presented to the Imperial City Council this evening. It is anticipated to be approved; however funding is also not available for this project yet. The implementation phase will be the next step for both the Orange and Red Lines.

CALTRANS approved the grants for ARC-IV for their submittal of FTA 5310 and 5317 grants. ICTC Staff will be working with ARC to program funds. ICTC also was also approved for an FTA 5317 grant submittal.

6. Operator Reports

- Brawley Dial-a-Ride: Nothing to report.
- Calexico Dial-a-Ride: Service is doing well.
- El Centro Dial-a-Ride: Nothing new to report. Service is busy and doing well.
- Imperial Dial-a-Ride: Nothing new to report. Service is busy and doing well.
- Imperial Valley Transit: Extended Saturdays began in August. Currently, we are reporting an additional 200 riders on Saturdays. New Rider’s Guides are also available. IVC Express also added two buses in the morning and the overcrowding has subsided. No other problems reported. IVT and ICTC staff and well as students are highly appreciative of the added security at IVC.
- IVT Access: Service is doing well with no shows being very minimal. 97.6 on time performance reported.
- Med-Express: No shows have dropped significantly and the new policy is working well with CCS and SDRC clients.
- West Shores Dial-a-Ride: No update.
YCAT Turquoise Line: Mr. Navarro was present at the meeting representing YCAT. He stated that there will be service changes to the Turquoise Route 10 beginning October 1, 2013. In Yuma, service will be extended to Yuma Palms; and in El Centro, service will be extended to the IV Mall (upon request). A day pass for YCAT costs $5.00 and service on the Turquoise Route 10 is $2.00 each way.

7. General Discussion

- Ms. Williams reminded all to review the 2014-15 Master Needs List (provided at the meeting) and to begin thinking of the objectives for SSTAC as the process begins for the Unmet Needs process early next year.

8. Adjournment

- The next meeting of the SSTAC will be on October 2, 2013 at 10:00 a.m.
- Meeting adjourned at 11:00 a.m.
October 17, 2013

Jack Terrazas, Chairman
Imperial County Transportation Commission
1401 N. Imperial Ave. Suite 1
El Centro, CA 92243


Dear Members of the Commission:

Since 1995, the Imperial Valley Association of Governments (IVAG) had felt that it was a prudent practice to acquire an external auditor to determine compliance with the regulations under the Federal Drug and Alcohol legislation and all related mandated programs for the public regional transit contracts. Due to the complexity of the regulations and effort required to maintain the compliance status, an external auditor is utilized to insure that the regional transit services fully comply with federal regulations.

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

In 2007, the County on behalf of IVAG entered into the current contractual arrangement with *LPM and Associates* for auditing activities. The contract allows for extensions subject to a mutual agreement on compensation. In July 2010, the ICTC received this contract as it transitioned from the County. ICTC staff are recommending that the contract be extended for an additional two year time period.

Funding for this project is in the ICTC 2013-14 Budget and specifically in the Transit Finance Plan; through the Transportation Development ACT (TDA) Fund.

*CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL*
The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval after public comment, if any:

1. Authorize the Chairman to sign the two year extension to the agreement for transit drug and alcohol auditing and reporting services with the firm of *LPM and Associates* for the not to exceed annual fee of $11,000.00 effective November 1, 2013 through November 30, 2015.

Sincerely yours,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

MB/ksw/ed

Attachment
THIRD AMENDMENT TO AGREEMENT FOR AUDITING SERVICES

This Amendment (the “Amendment”) dated _____________, 2013, amends the Agreement For Auditing Services dated November 18, 2008 (“the Agreement”), and amended on October 12, 2010, and July 27, 2011, between Imperial County Transportation Commission, a political subdivision of the State of California (“ICTC”), and LPM & ASSOCIATES, a sole proprietorship as CONSULTANT.

WITNESSETH:

WHEREAS, Imperial County, on behalf of and at the direction of the Imperial Valley Association of Governments (“IVAG”), entered into that certain Agreement For Auditing Services for an audit and report whether safety-sensitive personnel involved in the delivery of transit services are in compliance with Federal Transit Administration policies regarding drug and alcohol testing, and is attached hereto as Exhibit “1” and incorporated by this reference; and

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

WHEREAS, on October 12, 2010 that certain Agreement was amended, and is attached hereto as Exhibit “2” and incorporated by this reference;

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

NOW THEREFORE, the parties agree as follows:

1. Paragraph 19 of the Agreement is deleted and replaced by the following:
   “19. TERM OF AGREEMENT
   This Agreement shall be effective on November 1, 2008 and shall continue in effect until November 1, 2015, unless sooner terminated as provided herein.”

2. Paragraph 3.2.2. of the Agreement is deleted and replaced by the following:
   “3.2.2. CONSULTANT shall outline which reports are to be issued by ICTC to the FTA for the annual compliance submittals for FY 2008 through 2015.”

3. All other terms and conditions are and will remain in full force and effect. There are no other modifications, express or implied except as herein provided.
IN WITNESS WHEREOF, the parties have executed this Amendment on the day and year
first above written.

IMPERIAL COUNTY
TRANSPORTATION COMMISSION:

By: __________________________

Chair of the Board

ATTEST:

By: __________________________

CRISTI LERMA
Secretary to the Commission

CONSULTANT:

LPM & ASSOCIATES

By: __________________________

LEILA PROCOPIO-MAKUH
Principal

APPROVED AS TO FORM:

MICHAEL L. ROOD
County Counsel

By: __________________________

GEOFFREY P. HOLBROOK
Senior Deputy County Counsel
D. FY 2013-14 APPOINTMENT OF THE SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (SSTAC)
October 17, 2013

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

SUBJECT: FY 2013-14 Appointment of the Social Services Transportation Advisory Council (SSTAC)

Dear Commission Members:

ICTC is the Transportation Planning Agency (TPA) for the region of the County of Imperial for matters pertaining to the administration of the Transportation Development Act (TDA).

Per PUC Section 99238:

"...The TPA shall provide for the establishment of a Social Services Transportation Advisory Council (SSTAC)...

The SSTAC has three responsibilities:

1. Participate in the identification of transit needs in the jurisdiction, including unmet transit needs

2. Annually review and recommend action by the TPA for the area within the jurisdiction of the council

3. Advise the TPA on any other major transit issues, including coordination and consolidation of specialized transportation services

One third of the voting members of the SSTAC are appointed annually for three year terms in a specific category. These agencies represent a cross section of the local social service and transit providers in the Imperial Valley.

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

T:\Projects\ICTC\SSTAC FY 13-14 COM
The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval, after public comment if any:

1. Appoint the Social Services Transportation Advisory Council (SSTAC) for FY 2013-14 for the positions and terms per the enclosure.

Sincerely,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

Attachment

MB/ksw/ds
# SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL OF IMPERIAL COUNTY

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<tr>
<th>CATEGORY</th>
<th>VOTING MEMBER</th>
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<th>ALTERNATE</th>
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<tr>
<td>1. One (1) Potential Transit User, age 60+</td>
<td>HEDDY MCNEER</td>
<td>Nov 11</td>
<td>VACANT</td>
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<td>El Centro</td>
<td>Nov 14</td>
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<td>2. One (1) Potential Transit User, with Disability</td>
<td>MIKE HACK</td>
<td>Nov 11</td>
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<td>Nov 14</td>
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<td>3. Two (2) Service Providers for Seniors, Include Transit Provider if Exists</td>
<td>SHERRY LEON</td>
<td>Nov 13</td>
<td>VACANT</td>
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<td>Area Agency on Aging</td>
<td>Nov 16</td>
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<td>GRISELDA MARTINEZ</td>
<td>Nov 13</td>
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<td>Work Training Center</td>
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<td>4. Three (3) Service Providers for the Disabled, Include Transit Provider if Exists</td>
<td>LETICIA VISCARRA</td>
<td>Nov 12</td>
<td>LORENA ARAMBULA</td>
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<td>Access to Independence</td>
<td>Nov 15</td>
<td>Regional Center</td>
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<td>TED CEASAR</td>
<td>Nov 12</td>
<td>MICHELLE SOTO</td>
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<td>IVC-Disabled Students</td>
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<td>CCS - California</td>
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<td>K.C. KENNEDY</td>
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<td>ARC</td>
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<td>5. Two (2) Service Providers for Limited Means</td>
<td>ROSYD RAMIREZ</td>
<td>Nov 12</td>
<td>JOHN GRASS</td>
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<td>I.C. Public Authority/ IHSS</td>
<td>Nov 15</td>
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<td>Agustin Urbina</td>
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<td>CALWORKS</td>
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<td>6. Two (2) Consolidated Transportation Service Agency (CTSA)</td>
<td>DAVID SALGADO</td>
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<td>CRISTI LERMA</td>
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<td>KATHI WILLIAMS</td>
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<td>Non Voting Technical Resource Members</td>
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<td>1. Charles Brockwell</td>
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<td>2. Isabel Pacheco</td>
<td>Brawley Dial-A-Ride</td>
<td>Sunrise Drive Service</td>
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<td>4. Chris Schmidt/ Connery Cepeda</td>
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<td>5. Charles Brockwell</td>
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<td>6. John Andoh</td>
<td>YCAT Turquoise Route 10</td>
<td>YCIPTA</td>
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VI. REPORTS

A. ICTC EXECUTIVE DIRECTOR
Memorandum

Date: October 23, 2013
To: ICTC Commission
From: Mark Baza, Executive Director
Re: Executive Director’s Report

The following is a summary of the Executive Director’s Report for the Commission meeting of October 23, 2013:

1. Imperial-Mexicali Binational Alliance: The next Binational Alliance meeting is scheduled for November 14, 2013 in the City of Holtville.

2. Calexico Intermodal Transportation Center: The consultant agreement is completed and ICTC and SCAG have issued a Notice to Proceed (NTP) on October 3, 2013. The consultant awarded the contract is Huitt-Zollars Inc. The Kick off meeting is scheduled for November 5, 2013 at the ICTC offices. The feasibility study’s scope of work will also include: stakeholder meetings, public workshops, stakeholder surveys, site selection analysis, and financial and operational feasibility reports.

3. Pedestrian and Bicycle Transportation Access Study: The Study will focus on the California-Mexico border region, specifically its six Ports of Entry (POEs). ICTC is working with Caltrans and SANDAG to complete a Request for Proposal (RFP) for the study. The RFP is anticipated to be released in late October 2013.

4. IVT Circulator Design Project Progress: ICTC is continuing the project development for the intricacy circulator route designs. The AECOM consultant team presented a set of initial conceptual route designs for each city (Brawley, Calexico and Imperial) to the project steering committee. The initial Route reviews have been completed for each of the cities proposed conceptual route plans and bus stop locations, and were presented and approved by the City Councils of Calexico and Imperial on September 3rd and 4th. The Draft final report is completed and scheduled to be presented to Management Committee and Commission in October 2013.

5. The IVT Gold Line (City of Brawley) Progress: The Brawley City Council approved the conceptual plan on July 16th after a presentation by AECOM and ICTC staff. The conceptual phase has progressed towards the implementation phase. For the Gold Line all bus stops have been identified. Cost estimates, funding and operational issues have been finalized.
The goal is to have the IVT Gold Line demonstration route in operation, in December 2013. The first three years will be a demonstration phase in order to gauge ridership and adjust for any other operational issues which may arise after start up.

6. **Brawley Transfer Terminal:** The construction was completed in August and became operational on August 1, 2013. The City in partnership with ICTC are planning to have a ribbon-cutting celebration in the coming months.

7. **El Centro Transfer Terminal:** Construction is in progress with completion still on schedule for December 2013.

8. **IVT Bus Stop Safety and Design Standards Guidelines Project:** Following our advertisement of Request for Proposals (RFP) in August 2013, proposal review and selection process is underway. Contract award is scheduled for November 2013. The final product will benefit ICTC, the cities and County in our future to implement future bus stop and terminal capital improvements throughout the region. This project is the second phase of the multi-year Four Phase Bus Stop Improvement Program.

9. **Transportation Development Act (TDA-State Funds) Triennial Performance Audit Project:** Following our advertisement of Request for Proposals (RFP) in August 2013, the proposal review and selection process is underway. Contract award is scheduled for November 2013. The audit is a state mandated requirement every three years for all TDA funds received in Imperial County.

10. **ADA Paratransit Service Certification and Eligibility Process, Demand Management Review and Growth Assessment.** Proposals (RFP) were released in September 2013. We are soliciting for a consultant that will evaluate our certification and eligibility process for the ADA paratransit service, provide an assessment of the growth and subsequent demand for future years.

11. **Update to the 2008 Coordinated Public Transit and Human Services Transportation Plan.** Proposals were released in September 2013. We are soliciting for a consultant that will revise and update the plan created in 2008. The primary purpose of the Coordinated Plan is to continue to meet the Federal Transit Administration’s (FTA) and other funding agency’s requirements for eligibility for various grants, including but not limited to the FTA Section 5310 program. The update to the Coordinated Plan will include a reassessment of all available public and private transportation services in Imperial County, a reassessment of public and social services transportation needs, development of strategies and/or activities to address gaps in service, identification of coordination actions to eliminate or reduce duplication in services where they exist, and a prioritization of implementation strategies.
V. REPORTS

C. CALTRANS—DISTRICT 11
The following is a summary of the California Department of Transportation, District 11 report for the Imperial County Transportation Commission (ICTC) meeting of October 23, 2013:

1. Excellence in Transportation Award – Brawley Bypass:

   The District is happy to present four awards tonight for the Brawley Bypass project. These awards are a small way of expressing gratitude for the region’s dedication to the completion of this project and the tireless commitment shown by these agencies and individuals. One is for the Imperial County Transportation Commission, another for Mark Baza, Executive Director of ICTC, followed by the City of Brawley, specifically Public Works Director Yazmin Arrellano; and representing the Imperial Valley Association of Governments, Bob Ham.

   State Route 78/111 Brawley Bypass project has been the top priority of the region for years and is the final segment to the Calexico-Coachella Cargo Corridor - a regional transportation solution that links the movement of goods between the Calexico East Port of Entry and the rest of the United States. The project cost $236 million and took nearly two decades to plan, design, and construct in turn creating an eight mile corridor going around the city making for safer and easier travel while reducing traffic noise and maintenance costs for the residents of Brawley. It is economically imperative at the local, state, national, and bi-national levels that the project be completed to move goods and people through this region more effectively and efficiently. The value of this project covers the gamut of what Caltrans is here to do: provide safety first while facilitating the movement of goods and people on the state's highways.
2. **Caltrans Grant Awards to Imperial County:**

   **Imperial County – Safe Routes to Schools Regional Master Plan: $175,000 (CBTP).**
   
   - The proposed project is the development and creation of an Imperial County Safe Routes to Schools Regional Master Plan. The development of this regional plan will aide the region in identifying areas which may benefit from the Safe Routes program by prioritizing and categorizing the eligible surrounding regional educational institutions. The plan will also provide agencies with a tool for better understanding of the Safe Routes to School grant process by outlining the program objectives and goals.

   **City of Holtville – Improving Safety and Access through a Complete Streets Plan: $125,000 (EJ).**
   
   - The City of Holtville will organize a highly participatory planning effort to prepare a comprehensive, community-driven Complete Streets Plan for the City that looks at improving safety and mobility for all users and especially children on their way to and from school. The City will partner with the nonprofit Local Government Commission (LGC) to conduct a multi-day community design charrette process to engage community stakeholders and prepare a plan for future implementation.

3. **Storm Damage:**

   $1M Emergency Director’s Order is ongoing. The repair of SR-78 roadway washout is complete. The repair of slope protection on three bridges (Sand Dune Wash, Campbell Wash, and Tule Wash), and the replacement of two check dams (Sand Dune Wash and Campbell Wash) is currently 50% complete.

   The Caltrans Maintenance field forces have expended $250,000 on the repairs from the two weeks of storms that started August 23rd. The repairs include:
   
   - $209,225 - Storm Patrol, road closures, and debris removal during the two weeks of storms. This includes the ongoing channel and drainage repairs.
   - $33,033 - Roadway Sign replacement that were blown down during storms. Large signs on order for replacement
   - $6,479 - Replacing one signal pole in Calexico and multiple signal and lighting outages in various areas.

4. **Vegetation on SR-111:**

   Maintenance crew started last week with clearing of weeds with a grader, but only managed one day due to large fog seal project preparation. They are still waiting for a mower to come out of the shop, but will continue with brush removal the latter part of this week into next.
5. **Local Assistance:**

**The FFY 2012-13 Obligation Plan for Imperial Region**

- The local agencies in the Imperial region received $1.63 million in federal funds out of the $2.9 million programmed in the FTIP. The funding for several projects was delayed due to Buy America waivers being required. Once the federal waivers requests are approved by Federal Highways, these projects will be resubmitted during the August redistribution in the FFY 13/14 to get them funded.

**Active Transportation Program (ATP)**

- On September 26, 2013, the Governor signed SB99 creating the Active Transportation Program (ATP). The ATP consolidates some stand alone programs administered by Local Assistance. The California Transportation Commission (CTC) will have 6 months to adopt the new program guidelines. See attached Active Transportation Program sheet.

6. **Dogwood Road Project Update:**

- RTL November 2013
- R/W Cert, October 2013
- CTC vote, January 2014
- HQ Advertising, February 2014
- Bid Open, March 2014
- Award, May 2014
- Start construction June, 2014
- Complete Construction, March 2016

7. **Traffic Operations – Best Road & Hovley Road**

A traffic signal report is being prepared and more information will be provided at the November meeting.

8. **Westmorland Signal**

The Westmorland Signal project was inherited from the City of Westmorland and includes a new 4-way signalized intersection (SR-86/Center Street) with new curb ramps. The work will be delivered in two separate projects to encourage small business participation and will be delivered out of the Minors’ shop, but not their program. One project will include the electrical with signals and striping, and the other project will consist of the curbs, ramps and ADA accessibility elements.

There is a Contribution Agreement drafted with the City awaiting their signature for a lump sum contribution of $41,000 of Local funds and authorization of $456,000 of RSTP to pay for the Capital improvements.
The current schedule for delivery of the project is as follows:

- Environmental clearance, CE – December 2013
- PS&E and RTL by February 1st, 2014
- Advertise March 1st, 2014.
- Award April 1st, 2014
- Begin Construction April 30th, 2014
- Contract Acceptance May 30th, 2014
On September 26, 2013, Governor Brown signed legislation creating the Active Transportation Program (ATP) in the Department of Transportation (Senate Bill 99, Chapter 359, and Assembly Bill 101, Chapter 354). The ATP consolidates various federal and state transportation programs, including the Transportation Alternatives Program (TAP), Bicycle Transportation Account (BTA), and State Safe Routes to School (SR2S), into a single program with a focus to make California a national leader in active transportation. ATP is administered by the Division of Local Assistance, Office of Active Transportation and Special Programs.

PURPOSE

The purpose of ATP is to encourage increased use of active modes of transportation by achieving the following goals:

- Increase the proportion of trips accomplished by biking and walking,
- Increase safety and mobility for nonmotorized users,
- Advance efforts of regional agencies to achieve greenhouse gas reduction goals,
- Enhance public health,
- Ensure that disadvantaged communities fully share in the benefits of the program, and
- Provide a broad spectrum of projects to benefit many types of active transportation users.

FUNDING

The ATP is appropriated approximately $129 million of federal and state funds by the annual Budget Act. Program funding is distributed as follows for eligible projects selected through a competitive process:

- 40% to Metropolitan Planning Organizations in urban areas with populations greater than 200,000,
- 10% to small urban and rural regions with populations of 200,000 or less, and
- 50% to projects awarded on a statewide basis.

Of the amount in the statewide competitive component, a minimum of $24 million shall be awarded to fund Safe Routes to School projects. Within that amount, no less than $7.2 million shall be awarded to non-infrastructure types of projects.

GUIDELINES

Guidelines for the program are currently being developed in consultation with the Active Transportation Program Workgroup for adoption by the California Transportation Commission.

To receive notification when the program guidelines have been adopted, you may subscribe to the Division of Local Assistance List Server.

For additional information about:

- ATP OR TE projects prior to ATP, contact David Giongco at (916) 651-0021
- SR2S projects prior to ATP, contact Mary Burns at (916) 653-6930
- BTA projects prior to ATP, contact Deborah Lynch at (916) 653-0036
Emergency Relief Program (ER)

FACT SHEET

Background
Congress authorized in Title 23, United States Code, Section 125, a special program from the Highway Trust Fund for the repair or reconstruction of Federal-aid highways and roads on Federal lands which have suffered serious damage as a result of (1) natural disasters or (2) catastrophic failures from an external cause. This program, commonly referred to as the emergency relief or ER program, supplements the commitment of resources by States, their political subdivisions, or other Federal agencies to help pay for unusually heavy expenses resulting from extraordinary conditions.

Implementation
The ER program is a special program from the Highway Trust fund for the repair and reconstruction of Federal-aid highways and roads on Federal lands; which have suffered serious damage as a result of natural disaster or catastrophic failures from an external cause.

Available Funds
ER funds are available for permanent repairs and for work accomplished more than 180 days after an event at the pro rata Federal-aid share that would normally apply to the Federal-aid facility being repaired. For Interstate highways, the Federal share is 90 percent. For all other highways, the Federal share is 80 percent. The Federal share can increase in States with high percentages of Federally owned public lands (known as "sliding scale rates"). Emergency repair work to restore essential traffic, minimize the extent of damage, or protect the remaining facilities, accomplished in the first 180 days after the occurrence of the disaster, may be reimbursed at 100 percent Federal share. During this 180-day period, permanent repair work is reimbursed at the normal pro rata share even if the permanent repair is performed as an incidental part of the emergency repair work.

Eligibility of Damage Repair Work
Roadways and bridges that are on a Federal-aid highway and that are damaged as a direct result of an approved natural disaster or catastrophic failure from an external cause are eligible for ER funds. The ER program provides for repair and restoration of highway facilities to pre-disaster conditions. Restoration in kind is therefore the predominant type of repair expected to be accomplished with ER funds. ER funds are not intended to replace other Federal-aid, State, or local funds for new construction to increase capacity, correct non-disaster related deficiencies, or otherwise improve highway facilities. Generally, all elements of the highway within its cross section damaged as a direct result of a disaster are eligible for repair under the ER program. This includes, but is not limited to, elements such as pavement, shoulders, slopes and embankments, guardrail, signs and traffic control devices, bridges, culverts, cribbing or other bank control features, bike and pedestrian path, fencing, and retaining walls.

Ineligible Items
ER funds are not intended to cover all damage repair costs. Only that repair work which exceeds heavy maintenance, is extraordinary, and will restore pre-disaster service is eligible. Incidental costs resulting from a disaster, such as project delay costs or lost toll revenues, are not an eligible ER expense.
A. IMPERIAL VALLEY TRANSIT (IVT) SPECIFIC OPERATIONAL ANALYSIS (SOA) - CIRCULATOR BUS DESIGN PROJECT—FY 2012-13
October 17, 2013

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

SUBJECT: Imperial Valley Transit (IVT) Specific Operational Analysis (SOA) – Circulator Bus Design Project – FY 2012-13

Dear Commission Members:

In December 2012, the Commission executed a contract with AECOM Inc. for the IVT Specific Operational Analysis – Circulator Bus Design Project. The IVT SOA was to be a planning effort involving the design of circulator bus routes similar to the IVT – Blue and Green lines in El Centro. However these routes would be developed for the Cities of Brawley, Imperial and Calexico.

This project was funded by a federal planning grant received by the Southern California Association of Governments (SCAG), and ICTC in FY 2009-10 for a maximum amount of $112,500.

The project ensued and completed a review of existing services and communities, with the level of service provided and the potential for new services and revenues available. The consultant team spent time reviewing circulation and development plans, trip generators and performance data. The consultant team conducted a bilingual survey, conducted bilingual public workshops in each City, and interacted with City staff to develop recommendations.

After the route designs were developed, individual presentations were provided by the consultant team to each City for comment and approval. The proposed route designs, City Council approvals, and reports are now presented to the Management Committee and Commission for review and approval. Actual implementation dates for each route are dependent upon identifying operational funding.

Operational funding has been identified for the Brawley circulator called the IVT Gold Line. Therefore priority in the study process was been directed to the IVT Gold Line. An anticipated start date for the IVT Gold Line is being developed for December 2013.

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WEST MORIAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval, after a presentation by the Consultant team and ICTC staff, and public comment if any:

1. Adopt the IVT Imperial Valley Transit (IVT) Specific Operational Analysis (SOA) – Circulator Bus Design Project – FY 2012-13
2. Direct staff to proceed with the contractual negotiations for the implementation of the IVT Gold Line with the current operator of the fixed route transit system, First Transit Inc.
3. Direct staff to identify or pursue operational funding for the IVT Orange and Red Lines

Sincerely yours,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

MB/ksw/cl

Attachment
SPECIFIC OPERATIONAL ANALYSIS FOR THE
CIRCULATOR BUS DESIGN PROJECT

DRAFT TECHNICAL MEMORANDUM 4:
INITIAL DRAFT REPORT

Revised September 30, 2013

Prepared for:
Imperial County Transportation Commission (ICTC)

Prepared by:
AECOM
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1.0 INTRODUCTION AND SUMMARY

This document outlines the service concepts proposed by the Circulator Bus Design Project, including potential alignments, stop locations and schedule mock-ups. It also includes service standards, updated from those proposed in ICTC’s FY 2010–11 Short Range Transit Plan.

Following a lengthy public involvement process, as well as meetings with the Study Steering Committee and analysis by the project team, recommendations have been developed for three circulator routes in Imperial County. The selection of these routes was based on a review of the potential alignments with regards to the guidelines and performance criteria, as well as review by ICTC staff, the Study Steering Committee and the affected communities.

This document is organized into four sections, one for each of the three proposed circulators (i.e., the Gold Line in Brawley, the Orange Line in Calexico, and the Red Line in Imperial), and a section with proposed service guidelines for the new circulator services. Each of the three sections outlining the proposals for the circulator routes is structured as follows:

- **Operating Plan** – showing the proposed route alignment and stop locations as well as the number of revenue hours and miles, vehicles and operators needed, estimated operating costs, fare revenues and operating subsidies. Also included is a potential circulator route schedule, drawn to allow for timed-transfers with one or more of the existing fixed routes (based on existing fixed route schedules).

- **Capital Plan** – outlining vehicle and facility needs and specific needs for the bus stop locations, and providing estimated costs.

- **Financial Plan** – summarizing the proposed operating costs and estimated subsidies, and existing and potential funding sources to pay for day-to-day operation of the circulator routes.

- **Implementation Schedule** for each route.
2.0 BRAWLEY (GOLD LINE)

2.1 Operating Plan

The map on the following page shows the recommended service concept for the “Gold Line” circulator for Brawley. On the subsequent page is a map showing the coverage area of this proposed service. The coverage area was considered to be all land located within 0.3 mile of a bus stop along the route. Following the maps is a list of the proposed stops, as well as a schedule mock-up.

The Gold Line service would begin at the new Brawley Transfer Center on South Plaza and G Streets, and would proceed east on G Street, north on 8th Street, east on Main Street, north on Cesar Chavez Street, and east on B Street. It would continue south on Eastern Avenue and east on B Street to Best Road at the eastern edge of the city. The route would then travel south on Best Road to Malan Street, then west on Malan Street, north on Eastern Avenue, west on I Street, south on Palm Avenue, west on K Street, north on 8th Street and west on J Street to serve the senior center. The Gold Line would continue south on South Imperial Avenue and West on Malan Street, continuing across Highway 86 onto Cattle Call Road to Willard Avenue. It would then turn south on Willard Avenue, west on Panno Road, and east on American Legion Street to serve Pioneers Medical Center. Following the Medical Center, the Gold Line would serve Walmart, then continue north on Highway 86 and Western Avenue to Main Street. The route would turn west on Main Street and north on Rio Vista Avenue, serving the current Brawley Transfer Center location, then east on A Street, north on 2nd Street, east on Magnolia Street, north on 3rd Street, east on River Street, north on Imperial Avenue and east on Flammang Avenue. The Gold Line would then return to the new Brawley Transfer Center by continuing south on 7th Street, west on E Street and North Plaza Street, south on 3rd Street, and west on Main Street, returning to South Plaza and G Streets.
Figure 2-2: Gold Line Service Coverage

GOLD LINE
Service Coverage

IMPERIAL COUNTY

Brawley
Transfer Center

Walmart

Pioneers Medical Center

Imperial and El Centro

Calipatria

Westmorland

Proposed New Stop
Existing IVT Stop
Recommended Concept
Gold Line Catchment Area

IVC and Calexico

0 0.5 1 2 Miles
Table 2-1 below shows the proposed stops along the Gold Line, which are also shown in both maps in Figures 2-1 and 2-2. In the maps, the red dots represent new stops where the black dots represent existing stops. There would be 24 new stops (not currently served by Imperial Valley Transit fixed route bus service) on the Gold Line. Each stop is also described as near side (before the intersection), far side (after the intersection), mid-block or a transit center.

**Table 2-1: Proposed Gold Line Stops**

<table>
<thead>
<tr>
<th>Stop</th>
<th>Location (on at)</th>
<th>Type</th>
<th>Existing?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>South Plaza Street &amp; G Street</td>
<td>Near Side</td>
<td>Transit Center</td>
</tr>
<tr>
<td>2</td>
<td>Main Street &amp; 9th Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>3</td>
<td>B Street &amp; Cesar Chavez Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>4</td>
<td>B Street &amp; Ulloa Avenue</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>5</td>
<td>C Street &amp; Jacaranda Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>6</td>
<td>C Street &amp; Best Avenue</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>7</td>
<td>Best Avenue &amp; I Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>8</td>
<td>Malan Street &amp; Tres Palmas Lane</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>9</td>
<td>I Street &amp; Eastern Avenue</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>10</td>
<td>Palm Avenue &amp; J Street</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>11</td>
<td>K Street &amp; Palm Avenue</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>12</td>
<td>K Street &amp; Cesar Chavez Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>13</td>
<td>J Street &amp; 8th Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>14</td>
<td>Malan Street &amp; Garrett Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>15</td>
<td>Malan Street &amp; 1st Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>16</td>
<td>Cattle Call Drive &amp; DeAnza Place</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>17</td>
<td>Willard Avenue &amp; Cattle Call Drive</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>18</td>
<td>Panno Street &amp; Evelyn Avenue</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>19</td>
<td>Legion Street &amp; Kelley Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>20</td>
<td>Legion Street &amp; Pioneers Med Center</td>
<td>Mid-Block</td>
<td>Existing</td>
</tr>
<tr>
<td>21</td>
<td>Wildcat Drive &amp; Walmart</td>
<td>Mid-Block</td>
<td>New</td>
</tr>
<tr>
<td>22</td>
<td>Western Avenue &amp; K Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>23</td>
<td>Western Avenue &amp; G Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>24</td>
<td>Rio Vista Avenue &amp; E Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>25</td>
<td>Rio Vista Avenue &amp; B Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>26</td>
<td>Magnolia Street</td>
<td>Mid-Block</td>
<td>New</td>
</tr>
<tr>
<td>27</td>
<td>River Drive &amp; Imperial Avenue</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>28</td>
<td>Flammang Avenue &amp; Imperial Avenue</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>29</td>
<td>7th Street &amp; Abel Velasco Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>30</td>
<td>7th Street &amp; B Street (Brawley Union High School)</td>
<td>Mid-Block</td>
<td>New</td>
</tr>
<tr>
<td>31</td>
<td>E Street &amp; 6th Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>32</td>
<td>N Plaza Street &amp; E Street</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>33</td>
<td>S Plaza Street &amp; G Street</td>
<td>Near Side</td>
<td>Transit Center</td>
</tr>
</tbody>
</table>
The Gold Line would operate from 6:00AM to 7:00PM on weekdays initially, and in a subsequent phase from 10:00AM to 6:00PM on Saturdays. The bus would run approximately every 70 minutes, allowing schedules to be coordinated with IV Transit’s Route 2 service in Brawley. Connections would be timed with southbound Route 2 service in the morning, allowing passengers to connect from the Gold Line to Route 2 to commute toward Imperial and El Centro, and with northbound Route 2 service in the afternoon, allowing passengers returning from Imperial and El Centro to connect with the Gold Line service. It takes approximately 59 minutes for a bus to operate around the Gold Line Loop, allowing time for passenger pickups and drops offs. This would allow approximately 11 minutes of recovery time after each trip if the buses run on a 70-minute headway (i.e., every 70 minutes).

Only one vehicle would be required to operate the Gold Line service; however, it is recommended that two vehicles be available for service, in order to provide one spare. On weekdays, when 13 revenue hours per day of service will be operated, two bus operators will be required; on Saturdays, when only eight revenue hours of service will be operated, only one operator will be required. Table 2-2 shows the proposed revenue hours and miles, as well as cost, estimated ridership, farebox revenues, and operating subsidy (operating cost when fare revenues are accounted for) for weekdays and Saturdays, and annually. Operating costs are based on the fully allocated operating cost of $86.25 per hour as cited in the Short Range Transit Plan from FY 2010-11. One year of service, accounting for holidays, is considered to be 253 weekdays and 52 Saturdays with bus service, the number of days of revenue service shown in the current Rider’s Guide for the period of November 2012 through October 2013. Farebox revenue, or the amount of money accrued from passenger fares, is assumed to average approximately $0.84 per passenger when all fare types and fare media are considered.

<table>
<thead>
<tr>
<th>Table 2-2: Proposed Gold Line Operating Plan</th>
</tr>
</thead>
<tbody>
<tr>
<td>Gold Line</td>
</tr>
<tr>
<td>Revenue Hours</td>
</tr>
<tr>
<td>Revenue Miles*</td>
</tr>
<tr>
<td>Operating Cost**</td>
</tr>
<tr>
<td>Estimated Ridership</td>
</tr>
<tr>
<td>Farebox Revenues****</td>
</tr>
<tr>
<td>Operating Subsidy (Cost - Revenue)</td>
</tr>
</tbody>
</table>

* Round-trip mileage is 12.96 miles  
**FY 2010-11 Fully Allocated Operating Cost (for circulators) of $86.25  
***253 weekdays and 52 Saturdays (November 2012-October 2013 Rider’s Guide)  
****Assumes average fare of $0.84 from 2010 SRTP (based on FY 2010-11 average fare adjusted for fare increase)

Table 2–3 shows a mock-up of a schedule for the Gold Line. Trips highlighted in blue would operate on weekdays only, while all other trips would operate on weekdays and Saturdays. For the morning trips (all trips leaving the Transfer Center before noon), scheduled departures are equivalent to estimated southbound Route 2 departures from the new Brawley Transit Center.
(departures from the current transfer point at E Street & Rio Vista Ave plus five minutes), while scheduled arrivals are five minutes before the scheduled departures. For the afternoon and evening trips, scheduled departures are equivalent to estimated northbound Route 2 departures from the new Brawley Transit Center (departures from current stop at Main & Palm plus five minutes), while scheduled arrivals are five minutes before the scheduled departures. Arrival and departure times at the Brawley Transfer Center that are shown in red indicate that time between Route 2 departures is 64 minutes or less, meaning there will be less than 5 minutes for layover (or none at all) for the Gold Line; this schedule block may instead be utilized to provide the operator with a scheduled meal break.

Table 2-3: Proposed Gold Line Schedule Mock-Up

<table>
<thead>
<tr>
<th>Brawley Transit Center (S Plaza &amp; G)</th>
<th>B St &amp; Ulloa Ave</th>
<th>Palm Ave &amp; J St</th>
<th>Senior Center (J St &amp; 8th St)</th>
<th>Willard Ave &amp; Cattle Call Dr</th>
<th>Pioneers Medical Center</th>
<th>Walmart</th>
<th>Rio Vista Ave &amp; E St</th>
<th>Flammang Ave &amp; Imperial Ave</th>
<th>Brawley Transit Center (S Plaza &amp; G)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:45 AM</td>
<td>6:51</td>
<td>7:00</td>
<td>7:04</td>
<td>7:10</td>
<td>7:17</td>
<td>7:21</td>
<td>7:32</td>
<td>7:39</td>
<td>7:44 AM</td>
</tr>
<tr>
<td>8:10 AM</td>
<td>8:16</td>
<td>8:25</td>
<td>8:29</td>
<td>8:35</td>
<td>8:42</td>
<td>8:46</td>
<td>8:57</td>
<td>9:04</td>
<td>9:09 AM</td>
</tr>
<tr>
<td>12:43 PM</td>
<td>12:49</td>
<td>12:58</td>
<td>1:02</td>
<td>1:08</td>
<td>1:15</td>
<td>1:19</td>
<td>1:30</td>
<td>1:37</td>
<td>1:42 PM</td>
</tr>
<tr>
<td>1:43 PM</td>
<td>1:49</td>
<td>1:58</td>
<td>2:02</td>
<td>2:08</td>
<td>2:15</td>
<td>2:19</td>
<td>2:30</td>
<td>2:37</td>
<td>2:42 PM</td>
</tr>
<tr>
<td>4:13 PM</td>
<td>4:19</td>
<td>4:23</td>
<td>4:27</td>
<td>4:33</td>
<td>4:40</td>
<td>4:44</td>
<td>4:55</td>
<td>5:02</td>
<td>5:07 PM</td>
</tr>
</tbody>
</table>
2.2 Capital Plan

Table 2-4 shows the proposed capital plan for the Gold Line. This plan assumes that small cutaway-type vehicles would be used for the service, with an approximate cost of $60,000 per vehicle. This service would require two vehicles, one for regular service and one backup vehicle. Upon implementation, 24 new bus stops would be created for the Gold Line, eight of which are assumed would include a shelter, bench, trash receptacle and map. These costs would depend on the selection of a provider/operating arrangement during implementation, and thus are only estimates.

Table 2-4: Proposed Gold Line Capital Plan

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit Cost</th>
<th>Units Required</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Bus</td>
<td>$60,000</td>
<td>2</td>
<td>$120,000</td>
</tr>
<tr>
<td>Shelter and Bench</td>
<td>$10,000</td>
<td>8</td>
<td>$80,000</td>
</tr>
<tr>
<td>Trash Receptacles</td>
<td>$1,000</td>
<td>8</td>
<td>$8,000</td>
</tr>
<tr>
<td>Information Cases</td>
<td>$207</td>
<td>24</td>
<td>$4,968</td>
</tr>
<tr>
<td>Maps</td>
<td>$25</td>
<td>8</td>
<td>$200</td>
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<tr>
<td>Schedules</td>
<td>$4.25</td>
<td>24</td>
<td>$102</td>
</tr>
<tr>
<td>Bus Stop Signs/Poles</td>
<td>$100</td>
<td>24</td>
<td>$2,400</td>
</tr>
<tr>
<td>Marketing Campaign</td>
<td>$10,000</td>
<td>1</td>
<td>$10,000</td>
</tr>
<tr>
<td>and Materials (new map,</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>schedules, etc.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$225,670</strong></td>
</tr>
</tbody>
</table>

2.3 Financial Plan

Table 2-5 below shows the financial plan for the Gold Line in Brawley, assuming service is also provided on Saturdays. At the present time, the Gold Line in Brawley has been funded by the Federal Highway Administration’s Congestion Mitigation and Air Quality (CMAQ) program and service is anticipated to commence in fall 2013.

Table 2-5: Proposed Gold Line Financial Plan

<table>
<thead>
<tr>
<th>Item</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Cost</td>
<td>$320,526</td>
</tr>
<tr>
<td>Fare Revenues</td>
<td>$8,987</td>
</tr>
<tr>
<td>Subsidy Required (CMAQ)</td>
<td>$311,538</td>
</tr>
</tbody>
</table>

2.4 Implementation Schedule

The first step (which has already been accomplished) is approval of the concept route alignment and stop locations by the City of Brawley. The weekday service on the Gold Line is anticipated to be implemented in the fall of 2013. A second phase would allow for the implementation of Saturday service.

The Imperial County Transportation Commission (CTC)
Specific Operational Analysis for the Circulator Bus Design Project

2-7
3.0 CALEXICO (ORANGE LINE)

3.1 Operating Plan

The map on the following page shows the recommended service concept for the “Orange Line” circulator for Calexico. On the subsequent page is a map showing the coverage area of this proposed service. The coverage area was considered to be all land located within 0.3 mile of a bus stop along the route. Following the maps is a list of the proposed stops, as well as a schedule mock-up.

The Orange Line would begin at Imperial Valley Transit’s Calexico Transfer Center at 3rd Street and Paulin Avenue. This service would roughly follow the same loop as the existing Imperial Valley Transit Route 1 and Route 21 services use, with diversions to serve a few additional stops. Service would operate from the Transfer Center eastbound along 3rd Street the north on Mary Avenue, east on 5th Street, and north on Encinas Avenue. Routes 1 and 21, which currently follow this alignment, would be rerouted to remain on 3rd Street and then turn north onto Encinas Avenue.

The Orange Line would then continue west on Birch Street, serving the El Centro Regional Medical Center from the service road (rather than the main roadway). It would continue along the service road to Rockwood Avenue, where it would turn north, continuing across Cole Boulevard onto Yourman Road to serve Walmart. At Walmart, the route would turn around and return to Cole Boulevard, where it would turn west to Scaroni Road, then north to Robinson Avenue, west to Fiesta Boulevard, and south to Cole Boulevard, serving the Clinicas de Salud de Pueblo. From the Clinicas, the Orange Line would go west on Cole Boulevard, south on Portico Boulevard, and east on Camacho Road, returning to Scaroni Road.

From Camacho Road, the Orange Line would follow the same alignment as Routes 1 and 21 along Scaroni Road, Hacienda Drive, Ollie Avenue, Birch Street, Kloke Avenue, and Grant Street, until it reaches the railroad tracks at River Road. The Orange Line would then follow Cesar Chavez Boulevard/River Road south to 2nd Street, then head west on 2nd Street to serve Gran Plaza. From Gran Plaza, the route would return to the Calexico Transfer Center via 2nd Street, Imperial Avenue, and 3rd Street.

Alternate route alignments were considered that would serve the Andrade Avenue corridor in eastern Calexico, but these options were rejected.

Table 3-1 (following) shows the proposed stops along the Orange Line, which are also shown in both maps in Figures 3-1 and 3-2. In the maps, the red dots represent new stops where the black dots represent existing stops. There would be 13 new stops (not currently served by Imperial Valley Transit fixed route bus service) on the Orange Line. Each stop is also described as near side (before the intersection), far side (after the intersection), mid-block or a transit center.

The Imperial County Transportation Commission (ICTC)
Specific Operational Analysis for the Circulator Bus Design Project
3-1

54
Table 3-1: Proposed Orange Line Stops

<table>
<thead>
<tr>
<th>Stop</th>
<th>Location (on at )</th>
<th>Type</th>
<th>Existing?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>3rd Street at Paulin Avenue</td>
<td>Far Side</td>
<td>Transit Center</td>
</tr>
<tr>
<td>2</td>
<td>Mary Avenue at 4th Street</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>3</td>
<td>5th Street at Giles Avenue</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>4</td>
<td>Encinas Avenue at 7th Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>5</td>
<td>Encinas Avenue at Calexico High School</td>
<td>N/A</td>
<td>New</td>
</tr>
<tr>
<td>6</td>
<td>Birch Street at Avenida de Oro</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>7</td>
<td>Blair Avenue at N Preston Drive</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>8</td>
<td>Rockwood Avenue at Birch Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>9</td>
<td>Rockwood Avenue at Vega Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>10</td>
<td>Rockwood Avenue at Robert Kennedy Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>11</td>
<td>Walmart</td>
<td>N/A</td>
<td>New*</td>
</tr>
<tr>
<td>12</td>
<td>El Paseo Shopping Center</td>
<td>N/A</td>
<td>New*</td>
</tr>
<tr>
<td>13</td>
<td>Cole Boulevard at Rockwood Avenue</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>14</td>
<td>Scaroni Road at Cole Boulevard</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>15</td>
<td>Robinson Avenue at Scaroni Road</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>16</td>
<td>Fiesta Boulevard at Cole Boulevard</td>
<td>Near Side</td>
<td>New**</td>
</tr>
<tr>
<td>17</td>
<td>Camacho Road at Scaroni Road</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>18</td>
<td>Scaroni Road at Hacienda Drive</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>19</td>
<td>Hacienda Drive at Ollie Avenue</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>20</td>
<td>Ollie Avenue at Birch Street</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>21</td>
<td>Birch Street at VV Williams Avenue</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>22</td>
<td>Kloke Road at Birch Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>23</td>
<td>Kloke Road at Grant Street</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>24</td>
<td>Grant Street at Eady Avenue</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>25</td>
<td>Grant Street at Cesar Chavez Boulevard</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>26</td>
<td>W 2nd Street at Calexico Mall</td>
<td>N/A</td>
<td>New</td>
</tr>
<tr>
<td>27</td>
<td>Gran Plaza</td>
<td>N/A</td>
<td>New</td>
</tr>
<tr>
<td>28</td>
<td>3rd Street at Paulin Avenue</td>
<td>Far Side</td>
<td>Transit Center</td>
</tr>
<tr>
<td>A1 - Alt</td>
<td>5th Street at Beach Avenue</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>A2 - Alt</td>
<td>Andrade Avenue at 6th Street</td>
<td>N/A</td>
<td>New</td>
</tr>
<tr>
<td>A3 - Alt</td>
<td>Andrade Avenue at Belcher Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>A4 - Alt</td>
<td>Andrade Avenue at Holdridge Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>A5 - Alt</td>
<td>Andrade Avenue at Zapata Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>A6 - Alt</td>
<td>Andrade Avenue at Meadow Drive</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>A7 - Alt</td>
<td>Cole Boulevard at La Jolla Palms Boulevard</td>
<td>Far Side</td>
<td>New</td>
</tr>
</tbody>
</table>

*Pullout exists, but is not currently served by IV Transit
**Requires elimination of some on-street parking
The Orange Line would operate from 6:00AM to 7:00PM on weekdays initially, and in a
subsequent phase from 10:00AM to 6:00PM on Saturdays. The bus would operate
approximately every 70 minutes, allowing schedules to be coordinated with every other trip on
IV Transit's Route 1 service in Calexico (which operates every 35 minutes). Connections would
be timed with northbound Route 1 service in the morning, allowing passengers to connect from
the Orange Line to Route 1 to commute toward El Centro, and with southbound Route 1 service
in the afternoon, allowing passengers returning from El Centro to connect with the Orange Line
service.

It takes approximately 40 minutes for a bus to operate around the Orange Line Loop, allowing
time for passenger pickups and drops offs, based on current bus schedules. If the Orange Line
operates every 70 minutes in order to coordinate with Route 1 service, then there would be 30
minutes of recovery time between trips. It is possible, however, that this travel time may be
overestimated—if it is determined that this loop takes only 30 minutes to complete, it may be
possible for the service to operate every 35 minutes and meet every Route 1 trip.

Only one vehicle would be required to operate the Orange Line service; however, it is
recommended that two vehicles be available for service, in order to provide one spare. If the
operator is the same as for the other circulators, it is possible that fewer spares would be
needed. On weekdays, when 13 revenue hours per day of service will be operated, two bus
operators will be required; on Saturdays, when only eight revenue hours of service will be
operated, only one operator will be required.

Table 3–2 shows the proposed revenue hours and miles, as well as cost, estimated ridership,
farebox revenues, and operating subsidy (operating cost when fare revenues are accounted for)
for weekdays and Saturdays, and annually. Operating costs are based on the fully allocated
operating cost of $86.25 per hour as cited in the Short Range Transit Plan from FY 2010–11.
One year of service, accounting for holidays, is considered to be 253 weekdays and 52
Saturdays with bus service, the number of days of revenue service shown in the current Rider's
Guide for the period of November 2012 through October 2013. Farebox revenue, or the amount
of money accrued from passenger fares, is assumed to average approximately $0.84 per
passenger when all fare types and fare media are considered.
Table 3-2: Proposed Orange Line Operating Plan

<table>
<thead>
<tr>
<th>Orange Line</th>
<th>Weekday</th>
<th>Saturday</th>
<th>Annual***</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Hours</td>
<td>13.05</td>
<td>7.22</td>
<td>3,677.09</td>
</tr>
<tr>
<td>Revenue Miles*</td>
<td>110.12</td>
<td>61.52</td>
<td>31,059.40</td>
</tr>
<tr>
<td>Operating Cost**</td>
<td>$1,125.56</td>
<td>$622.73</td>
<td>$317,148.64</td>
</tr>
<tr>
<td>Estimated Ridership</td>
<td>60</td>
<td>24</td>
<td>16,428</td>
</tr>
<tr>
<td>Farebox Revenues****</td>
<td>$50.40</td>
<td>$20.16</td>
<td>$13,799.52</td>
</tr>
<tr>
<td>Operating Subsidy (Cost - Revenue)</td>
<td>$1,075.16</td>
<td>$602.57</td>
<td>$303,349.12</td>
</tr>
</tbody>
</table>

* Round-trip mileage is 9.72 miles
**FY 2010-11 Fully Allocated Operating Cost (for circulators) of $86.25
***253 weekdays and 52 Saturdays (November 2012-October 2013 Rider’s Guide)
****Assumes average fare of $0.84 from 2010 SRTP (based on FY 2010-11 average fare adjusted for fare increase)

Table 3-3 shows a mock-up of a schedule for the Orange Line. Trips highlighted in blue would operate on weekdays only, while all other trips would operate on weekdays and Saturdays. Scheduled departures are equivalent to estimated northbound Route 1 departures, while scheduled arrivals are five minutes before the scheduled departures.

Table 3-3: Proposed Orange Line Schedule Mock-Up

<table>
<thead>
<tr>
<th>Calexico Transit Center (3rd &amp; Paulin)</th>
<th>El Centro Regional Medical Center</th>
<th>Walmart</th>
<th>Clinicas de Salud del Pueblo</th>
<th>Kloke Road at Birch Street</th>
<th>W 2nd Street at Calexico Mall</th>
<th>Calexico Transit Center (3rd &amp; Paulin)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:00 AM</td>
<td>6:08</td>
<td>6:13</td>
<td>6:18</td>
<td>6:23</td>
<td>6:33</td>
<td>6:40</td>
</tr>
<tr>
<td>6:55 AM</td>
<td>7:03</td>
<td>7:08</td>
<td>7:13</td>
<td>7:18</td>
<td>7:28</td>
<td>7:35</td>
</tr>
<tr>
<td>8:20 AM</td>
<td>8:28</td>
<td>8:33</td>
<td>8:38</td>
<td>8:43</td>
<td>8:53</td>
<td>9:00</td>
</tr>
<tr>
<td>1:00 PM</td>
<td>1:08</td>
<td>1:13</td>
<td>1:18</td>
<td>1:23</td>
<td>1:33</td>
<td>1:30</td>
</tr>
<tr>
<td>2:10 PM</td>
<td>2:18</td>
<td>2:23</td>
<td>2:28</td>
<td>2:33</td>
<td>2:43</td>
<td>2:50</td>
</tr>
<tr>
<td>4:30 PM</td>
<td>4:38</td>
<td>4:43</td>
<td>4:48</td>
<td>4:53</td>
<td>5:03</td>
<td>5:10</td>
</tr>
<tr>
<td>6:50 PM</td>
<td>6:58</td>
<td>7:03</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
3.2 Capital Plan

Table 3–4 shows the proposed capital plan for the Orange Line. This plan assumes that small cutaway-type vehicles would be used for the service, with an approximate cost of $60,000 per vehicle. This service would require two vehicles, one for regular service and one backup vehicle. Upon implementation, 13 new bus stops would be created for the Orange Line, five of which are assumed would include a shelter, bench, trash receptacle and map. These costs would depend on the selection of a provider/operating arrangement during implementation, and thus are only estimates.

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit Cost</th>
<th>Units Required</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Bus</td>
<td>$60,000</td>
<td>2</td>
<td>$120,000</td>
</tr>
<tr>
<td>Shelter and Bench</td>
<td>$10,000</td>
<td>5</td>
<td>$50,000</td>
</tr>
<tr>
<td>Trash Receptacles</td>
<td>$1,000</td>
<td>5</td>
<td>$5,000</td>
</tr>
<tr>
<td>Information Cases</td>
<td>$207</td>
<td>13</td>
<td>$2,691</td>
</tr>
<tr>
<td>Maps</td>
<td>$25</td>
<td>5</td>
<td>$125</td>
</tr>
<tr>
<td>Schedules</td>
<td>$4.25</td>
<td>13</td>
<td>$55</td>
</tr>
<tr>
<td>Bus Stop Signs/Poles</td>
<td>$100</td>
<td>13</td>
<td>$1,300</td>
</tr>
<tr>
<td>Marketing Campaign and Materials (new map, schedules, etc.)</td>
<td>$10,000</td>
<td>1</td>
<td>$10,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$189,151</strong></td>
</tr>
</tbody>
</table>

3.3 Financial Plan

The Orange Line would be financed in a similar manner to how the Blue and Green Lines (serving El Centro) are financed today. The Commission will have to determine whether to amend the existing service contract with the current transit provider or develop a separate contract to put out to bid in order to potentially secure a new provider. Table 3–5 below shows the proposed Orange Line financial plan, based on funding percentages from the FTA Section 5307 program and the LTF from SB325 remaining at approximately the same percentages that they currently exist for the Blue and Green Line circulators for FY 2011–12.

<table>
<thead>
<tr>
<th>Item</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Cost</td>
<td>$317,149</td>
<td></td>
</tr>
<tr>
<td>Fare Revenues</td>
<td>$13,800</td>
<td></td>
</tr>
<tr>
<td>Subsidy Required</td>
<td>$303,349</td>
<td></td>
</tr>
<tr>
<td>FTA Section 5311*</td>
<td>$0</td>
<td></td>
</tr>
<tr>
<td>FTA Section 5307*</td>
<td>$157,742</td>
<td></td>
</tr>
<tr>
<td>LTF SB325*</td>
<td>$145,607</td>
<td></td>
</tr>
<tr>
<td><strong>Total Federal, State and Local Funding</strong></td>
<td><strong>$303,349</strong></td>
<td></td>
</tr>
</tbody>
</table>

*Based on Funding Percentages FY 2011-12 Transit Finance Plan
3.4 Implementation Schedule

The first step (which has already been accomplished) is approval of the route alignment and stop locations by the City of Calexico. The weekday service on the Orange Line is anticipated to be implemented first, with a subsequent phase allowing for the implementation of Saturday service. The Orange Line will be implemented when funding becomes available for ICTC.
4.0 IMPERIAL (RED LINE)

4.1 Operating Plan

The map on the following page shows the recommended service concept for the “Red Line” circulator for Imperial. On the subsequent page is a map showing the coverage area of this proposed service. The coverage area was considered to be all land located within 0.3 mile of a bus stop along the route. Following the maps is a list of the proposed stops, as well as a schedule mock-up.

The Red Line would begin at the proposed Imperial Transfer Center at Imperial Avenue and Barioni Boulevard. It would travel west on Barioni Boulevard, north on F Street, east on 12th Street, north on Imperial Avenue, east on 15th Street, and north on Highway 86 to Neckel Road where it would serve the Holiday Inn. It would then turn around at the Holiday end and head east on Neckel Road, south on Canon Drive, west on Chisholm Trail, south on Rodeo Drive, and west on 15th Street to Highway 86. From Highway 86, it would return southbound to the Transfer Center along the same alignment it used heading northbound, following Imperial Avenue, 12th Street, F Street and Barioni Boulevard.

From the Transfer Center, the Red Line would then head south along Imperial Avenue to the Imperial County Airport, where it would stop near the main entrance to the terminal building. It would then continue south on Highway 86, west on Aten Road, south on Bouganvillea Street, east on Joshua Tree Street, South on La Brucherie Road and east on Cruickshank Drive to serve Walmart. From Walmart, it would head south on Waterman Avenue, west on Bradshaw Road, north on La Brucherie Road, east on Treshill Road, and north on Myrtle Avenue returning to Aten Road. The route would then follow Aten Road to the east, across Highway 86, to Cross Road, then turn south on Cross Road, east on Bernadi Street and north on Cedro Avenue to Victoria Park. From the Park, the Red Line would return to the Imperial Transfer Center via Sampson Street, Cross Road, Aten Road, Marshall Avenue, Highway 86, 2nd Street and Imperial Avenue.

Two additional options exist for this route. First, shown with a dotted line, is an option to extend the northern end of the route from the Holiday Inn to the proposed Regional Park at La Brucherie and Ralph Roads. This could be implemented once this facility opens.

Second – and not shown on the map – would be an option to extend east along Cruickshank Drive (after serving Walmart) across Highway 86 to the Target, then south through the Target parking lot to Bradshaw Road, then west on Bradshaw Road across Highway 86 to rejoin the alignment shown in the map. This is currently not recommended, as it would involve operating through private property, and such an option would be pursued only after a detailed operations analysis by the operator of the transit service.
Table 4-1 below shows the proposed stops along the Red Line, which are also shown in both maps in Figures 4-1 and 4-2. In the maps, the red dots represent new stops where the black dots represent existing stops. There would be 35 new stops (not currently served by Imperial Valley Transit fixed route bus service) on the Red Line. Each stop is also described as near side (before the intersection), far side (after the intersection), mid-block or a transit center.

### Table 4-1: Proposed Red Line Stops

<table>
<thead>
<tr>
<th>Stop</th>
<th>Location (on <em>at</em>)</th>
<th>Type</th>
<th>Existing?</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Imperial Transit Center - SB</td>
<td>N/A</td>
<td>Transit Center</td>
</tr>
<tr>
<td>2</td>
<td>Barioni Blvd at G Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>3</td>
<td>F Street at 10th Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>4</td>
<td>F Street at 12th Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>5</td>
<td>12th Street at H Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>6</td>
<td>Imperial Avenue at 13th Street</td>
<td>Far Side</td>
<td>Existing</td>
</tr>
<tr>
<td>7</td>
<td>Imperial Avenue at 14th Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>8</td>
<td>Neckel Road at CA 86 - Holiday Inn</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>9</td>
<td>Neckel Road at CA 86</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>10</td>
<td>Neckel Road at Rodeo Drive</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>11</td>
<td>Canon Drive at Chisholm Trail</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>12</td>
<td>Rodeo Drive at Winchester Lane</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>13</td>
<td>Imperial Avenue at 15th Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>14</td>
<td>Imperial Avenue at 13th Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>15</td>
<td>12th Street at H Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>16</td>
<td>F Street at 11th Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>17</td>
<td>F Street at 10th Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>18</td>
<td>Barioni Blvd at G Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>19</td>
<td>Imperial Transit Center - SB</td>
<td>N/A</td>
<td>Transit Center</td>
</tr>
<tr>
<td>20</td>
<td>Imperial Avenue at 6th Street - SB</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>21</td>
<td>Imperial Avenue at 6th Street - NB</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>22</td>
<td>Imperial Avenue at 4th Street - City Hall - SB</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>23</td>
<td>Imperial Avenue at 4th Street - City Hall - NB</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>24</td>
<td>Imperial Avenue at 2nd Street - SB</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>25</td>
<td>Imperial Avenue at 2nd Street - NB</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>26</td>
<td>Airport Terminal</td>
<td>N/A</td>
<td>New</td>
</tr>
<tr>
<td>27</td>
<td>Aten Road at Access Way</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>28</td>
<td>Aten Road at LaBrucherie Road</td>
<td>Near Side</td>
<td>Existing</td>
</tr>
<tr>
<td>29</td>
<td>Aten Road at Vilore Way</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>30</td>
<td>Bouganvillea Street at Wild Rose Lane</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>31</td>
<td>Joshua Tree Street at Bouganvillea Street</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>32</td>
<td>Cruikshank Drive at Walmart</td>
<td>N/A</td>
<td>Existing</td>
</tr>
<tr>
<td>33</td>
<td>Cruikshank Drive at Food-4-Less - SB</td>
<td>N/A</td>
<td>Existing</td>
</tr>
<tr>
<td></td>
<td>Location</td>
<td>Side</td>
<td>Status</td>
</tr>
<tr>
<td>---</td>
<td>---------------------------------------------------</td>
<td>--------</td>
<td>---------</td>
</tr>
<tr>
<td>34</td>
<td>Treshill Road at LaBrucherie Road</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>35</td>
<td>Myrtle Avenue at Treshill Road</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>36</td>
<td>Myrtle Avenue at Wall Street</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>37</td>
<td>Myrtle Avenue at Aten Road</td>
<td>Mid-Block</td>
<td>New</td>
</tr>
<tr>
<td>38</td>
<td>Cross Road at Aten Road</td>
<td>Far Side</td>
<td>New</td>
</tr>
<tr>
<td>39</td>
<td>Cedro Avenue at Sampson Street - Victoria Park</td>
<td>Near Side</td>
<td>New</td>
</tr>
<tr>
<td>40</td>
<td>Aten Road at Cross Road</td>
<td>FS</td>
<td>New</td>
</tr>
<tr>
<td>41</td>
<td>Aten Road at Puerto Vallarta Avenue</td>
<td>FS</td>
<td>New</td>
</tr>
<tr>
<td>42</td>
<td>Marshall Avenue at Ritter Court</td>
<td>NS</td>
<td>New</td>
</tr>
<tr>
<td>43</td>
<td>Imperial Transit Center - SB</td>
<td>N/A</td>
<td>Transit Center</td>
</tr>
</tbody>
</table>
The Red Line would operate from 6:00AM to 7:00PM on weekdays initially, and in a subsequent phase from 10:00AM to 6:00PM on Saturdays. The bus would run approximately every 70 minutes, allowing schedules to be coordinated with IV Transit’s Route 2 service in Imperial. Connections would be timed with southbound Route 2 service in the morning, allowing passengers to connect from the Red Line to Route 2 to commute toward El Centro, and with northbound Route 2 service in the afternoon, allowing passengers returning from El Centro to connect with the Red Line service. Initial time trials took approximately 55–62 minutes for a bus to operate along the entire Red Line, not including time for passenger pickups and drops offs. Subsequently, the alignment was changed to save approximately seven minutes per round trip. Therefore, including passenger pickups and drop offs, it should take approximately 60–62 minutes for a bus to serve the entire Red Line, allowing 8–10 minutes of recovery time after each trip if the buses run on a 70–minute headway (i.e., every 70 minutes).

Only one vehicle would be required to operate Red Line service. It is recommended, however, that two vehicles be available for service, in order to allow for one spare (although if the same operator is used for both the Red and Gold or Red and Orange Lines, the spare requirement would be decreased and the two services could potentially share a spare vehicle). On weekdays, when 13 revenue hours per day of service will be operated, two bus operators will be required; on Saturdays, when only eight revenue hours of service will be operated, only one operator will be required. Table 4–2 shows the proposed revenue hours and miles, as well as cost, estimated ridership, farebox revenues, and operating subsidy (operating cost when fare revenues are accounted for) for weekdays and Saturdays, and annually. Operating costs are based on the fully allocated operating cost of $86.25 per hour as cited in the Short Range Transit Plan from FY 2010–11. One year of service, accounting for holidays, is considered to be 253 weekdays and 52 Saturdays with bus service, the number of days of revenue service shown in the current Rider’s Guide for the period of November 2012 through October 2013. Farebox revenue, or the amount of money accrued from passenger fares, is assumed to average approximately $0.84 per passenger when all fare types and fare media are considered.

Table 4-2: Proposed Red Line Operating Plan

<table>
<thead>
<tr>
<th>Red Line</th>
<th>Weekday</th>
<th>Saturday</th>
<th>Annual***</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue Hours</td>
<td>13.12</td>
<td>7.97</td>
<td>3,733.80</td>
</tr>
<tr>
<td>Revenue Miles*</td>
<td>156.09</td>
<td>95.43</td>
<td>44,453.13</td>
</tr>
<tr>
<td>Operating Cost**</td>
<td>$1,131.60</td>
<td>$667.41</td>
<td>$322,040.12</td>
</tr>
<tr>
<td>Estimated Ridership</td>
<td>30</td>
<td>12</td>
<td>8,214</td>
</tr>
<tr>
<td>Farebox Revenues***</td>
<td>$25.20</td>
<td>$10.08</td>
<td>$6,899.76</td>
</tr>
<tr>
<td>Operating Subsidy (Cost - Revenue)</td>
<td>$1,106.40</td>
<td>$677.33</td>
<td>$315,140.36</td>
</tr>
</tbody>
</table>

* Round-trip mileage is 14.19 miles
**FY 2010-11 Fully Allocated Operating Cost (for circulators) of $86.25
***253 weekdays and 52 Saturdays (November 2012-October 2013 Rider’s Guide)
****Assumes average fare of $0.84 from 2010 SRTP (based on FY 2010-11 average fare adjusted for fare increase)
Table 4–3 shows a mock-up of a schedule for the Red Line. Trips highlighted in blue would operate on weekdays only, while all other trips would operate on weekdays and Saturdays. For the morning trips (all trips leaving the Imperial Post Office before noon), scheduled departures are equivalent to estimated southbound Route 2 departures from the Imperial Post Office, while scheduled arrivals are five minutes before the scheduled departures. For the afternoon and evening trips, scheduled departures are equivalent to estimated northbound Route 2 departures from the Imperial Post Office, while scheduled arrivals are five minutes before the scheduled departures. Arrival and departure times at the Post Office that are shown in red indicate that time between Route 2 departures is 64 minutes or less, meaning there will be less than 5 minutes for layover (or none at all) for the Red Line; this schedule block may instead be utilized to provide the operator with a scheduled meal break.

Table 4-3: Proposed Red Line Schedule Mock-Up

<table>
<thead>
<tr>
<th>Time</th>
<th>Imperial Transit Center (Imperial &amp; Barioni)</th>
<th>Holiday Inn (Neckel Rd &amp; Hwy 86)</th>
<th>Imperial Transit Center (Imperial &amp; Barioni)</th>
<th>Imperial Airport</th>
<th>Walmart</th>
<th>Victoria Park (Cedro &amp; Sampson)</th>
<th>Imperial Transit Center (Imperial &amp; Barioni)</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:03 AM</td>
<td>6:13</td>
<td>6:23</td>
<td>6:29</td>
<td>6:42</td>
<td>6:54</td>
<td>7:05</td>
<td></td>
</tr>
<tr>
<td>7:12 AM</td>
<td>7:22</td>
<td>7:32</td>
<td>7:38</td>
<td>7:51</td>
<td>8:03</td>
<td>8:14</td>
<td></td>
</tr>
<tr>
<td>1:18 PM</td>
<td>1:28</td>
<td>1:38</td>
<td>1:44</td>
<td>1:57</td>
<td>2:09</td>
<td>2:20</td>
<td></td>
</tr>
<tr>
<td>5:03 PM</td>
<td>5:13</td>
<td>5:23</td>
<td>5:29</td>
<td>5:42</td>
<td>5:54</td>
<td>6:05</td>
<td></td>
</tr>
</tbody>
</table>
4.2 Capital Plan

Table 4-4 shows the proposed capital plan for the Red Line. This plan assumes that small cutaway-type vehicles would be used for the service, with an approximate cost of $60,000 per vehicle. This service would require two vehicles, one for regular service and one backup vehicle. Upon implementation, 35 new bus stops would be created for the Red Line, 12 of which are assumed would include a shelter, bench, trash receptacle and map. These costs would depend on the selection of a provider/operating arrangement during implementation, and thus are only estimates.

Table 4-4: Proposed Red Line Capital Plan

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit Cost</th>
<th>Units Required</th>
<th>Total Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Small Bus</td>
<td>$60,000</td>
<td>2</td>
<td>$120,000</td>
</tr>
<tr>
<td>Shelter and Bench</td>
<td>$10,000</td>
<td>12</td>
<td>$120,000</td>
</tr>
<tr>
<td>Trash Receptacles</td>
<td>$1,000</td>
<td>12</td>
<td>$12,000</td>
</tr>
<tr>
<td>Information Cases</td>
<td>$207</td>
<td>35</td>
<td>$7,245</td>
</tr>
<tr>
<td>Maps</td>
<td>$25</td>
<td>12</td>
<td>$300</td>
</tr>
<tr>
<td>Schedules</td>
<td>$4.25</td>
<td>35</td>
<td>$149</td>
</tr>
<tr>
<td>Bus Stop Signs/Poles</td>
<td>$100</td>
<td>35</td>
<td>$3,500</td>
</tr>
<tr>
<td>Marketing Campaign and Materials</td>
<td>$10,000</td>
<td>1</td>
<td>$10,000</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>Total</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td><strong>$273,194</strong></td>
</tr>
</tbody>
</table>

4.3 Financial Plan

The Red Line would be financed in a similar manner to how the Blue and Green Lines (El Centro) are financed today. The Commission will have to determine whether to amend the existing service contract with the current transit provider or develop a separate contract to put out to bid in order to potentially secure a new provider. Table 4–5 below shows the proposed Red Line financial plan, based on funding percentages from the FTA Section 5307 program and the LTF from SB325 remaining at approximately the same percentages that they currently exist for the Blue and Green Line circulators for FY 2011–12.

Table 4-5: Proposed Red Line Financial Plan

<table>
<thead>
<tr>
<th>Item</th>
<th>Unit Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Cost</td>
<td>$322,040</td>
</tr>
<tr>
<td>Fare Revenues</td>
<td>$6,900</td>
</tr>
<tr>
<td>Subsidy Required</td>
<td>$315,140</td>
</tr>
<tr>
<td>FTA Section 5311</td>
<td>$0</td>
</tr>
<tr>
<td>FTA Section 5307</td>
<td>$163,873</td>
</tr>
<tr>
<td>LTF SB325</td>
<td>$151,267</td>
</tr>
<tr>
<td><strong>Total Federal, State and Local Funding</strong></td>
<td><strong>$315,140</strong></td>
</tr>
</tbody>
</table>

* Based on Funding Percentages FY 2011-12 Transit Finance Plan
4.4 Implementation Schedule

The first step (which has already been accomplished) is approval of the route alignment and stop locations by the City of Imperial. The weekday service on the Red Line is anticipated to be implemented first, with a subsequent phase allowing for the implementation of Saturday service. The Red Line will be implemented when funding becomes available for ICTC.

Initially, service would only operate as far north as the Holiday Inn, but would be extended to the north upon completion of the regional park.
5.0 SERVICE GUIDELINES

The following service guidelines shown in Table 5-1 will be used to help evaluate the circulator bus services proposed in this document for Brawley, Calexico and Imperial on an ongoing basis.

Table 5-1: Proposed Service Guidelines for Circulator Routes

<table>
<thead>
<tr>
<th>Category</th>
<th>Typical Service Guideline(s)</th>
<th>Recommended for This Study</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Availability</td>
<td>90% of population within ¼ mile of a bus route</td>
<td>90% of population within 1/3 mile of a bus route</td>
</tr>
<tr>
<td>Frequency</td>
<td>Crosstown/neighborhood/shuttle services: 60-minute service all day</td>
<td>70-minute service (to match/connect with regular fixed routes)</td>
</tr>
<tr>
<td>Span</td>
<td>5:00AM to 10:00PM on weekdays, 6:00AM to 7:00PM on Saturdays</td>
<td>6:00AM – 7:00PM on weekdays, 10:00AM – 6:00PM on Saturdays (matches SRTP recommendations)</td>
</tr>
<tr>
<td>Directness</td>
<td>Maximum of 25% transfer rate</td>
<td>N/A – connections with fixed routes will be a priority</td>
</tr>
</tbody>
</table>

| Patron Convenience|                                                                                             |                                                                                             |
| Speed*            | 10-15 MPH maximum for downtown shuttle services                                            | No changes to standards at left.                                                             |
| Loading**          | 25% standees for short periods acceptable                                                    |                                                                                             |
| Bus Stop Spacing  | 5 to 7 stops per mile in the core (every other block), 4 to 5 stops per mile in the fringe areas, as needed based on land uses |                                                                                             |
| Dependability      | No missed trips                                                                             |                                                                                             |
|                    | 95% on-time service (0 to 10 minutes late)                                                  |                                                                                             |
|                    | No trips leaving early                                                                      |                                                                                             |
| Road Call Ratio   | 4,000 to 6,000 miles per road call                                                          |                                                                                             |

| Fiscal Condition   |                                                                                             |                                                                                             |
| Fare Structure     | Qualitative criteria                                                                       | Integrated with regular fixed routes (no transfer fee above and beyond the highest base fare) |
| Farebox Recovery   | Lower performing routes should be considered for alteration to improve performance.        | 10% (California minimum) - need to be set to meet the systemwide farebox recovery of 17% (FY 2013) |
| Productivity       | Lower performing routes should be considered for alteration to improve performance.         | 12 passengers/hour (from contractual standards)                                              |
| (Passengers/Hour) |                                                                                             |                                                                                             |

| Passenger Comfort  |                                                                                             |                                                                                             |
| Waiting Shelters  | At all stops with 25 or more boardings per day                                              | No changes to standards at left.                                                             |
| Bus Stop Signs     | At all stops, denoting system, contact information, and route(s) serving that stop          |                                                                                             |
| Revenue Equipment  | Clean and in good condition                                                                  |                                                                                             |
| Public Information | Timetable, maps and advertising                                                              |                                                                                             |

*Small vehicle/cutaway proposed sufficient for this service

Table 5-2 shows the service standards that would be included in the operating contracts for the each circulator. These are based on the current criteria included in the current Blue and Green Line circulators in El Centro.
Table 5-2: Contractual Service Standards for Circulator Routes

<table>
<thead>
<tr>
<th>Performance Metric</th>
<th>Contractual Standard</th>
<th>Minimum or Maximum?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Passengers/Hour</td>
<td>12.0</td>
<td>Minimum</td>
</tr>
<tr>
<td>Passengers/Day</td>
<td>120.0</td>
<td>Minimum</td>
</tr>
<tr>
<td>Cost/Hour</td>
<td>$95.00</td>
<td>Maximum</td>
</tr>
<tr>
<td>Cost/Mile</td>
<td>$4.50</td>
<td>Maximum</td>
</tr>
<tr>
<td>Cost/Passenger</td>
<td>$5.50</td>
<td>Maximum</td>
</tr>
<tr>
<td>Subsidy/Passenger</td>
<td>$4.50</td>
<td>Maximum</td>
</tr>
<tr>
<td>Farebox Recovery*</td>
<td>4.0%</td>
<td>Minimum</td>
</tr>
</tbody>
</table>

* As independent routes. Must maintain systemwide farebox recovery of 17 percent.
B. APPLICATION FOR FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5311 PROGRAM FUNDS FY 2013-14—COUNTY WIDE TRANSIT SYSTEM AND THE CITY OF BRAWLEY
October 17, 2013

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

SUBJECT: Application for Federal Transit Administration (FTA) Section 5311 Program Funds FY 2013-14 – County Wide Transit System and the City of Brawley

Dear Commission Members:

The Federal Transit Administration (FTA) Section 5311 program provides an annual source of rural grant funding to offset operational costs within an identified rural area for mass transit purposes as specified by the Legislature. The rural grant program is administered by Caltrans. The apportionment remaining for FY 2012-13 is approximately $420,788. The apportionment for FY 2013-14 may not be available until March 2014, due to delays at the federal level. At this time there are two grant applications that are ready to move forward.

The Commission previously approved the annual FY 2013-14 Budget and Finance Plan on June 26, 2013. FTA 5311 Rural Transit Grant Funds in the amount of approximately $133,786 are to be applied to IMPERIAL VALLEY TRANSIT, the countywide transit system and IVT Access, the countywide paratransit service for persons with disabilities.

In addition, since December 2012, ICTC and Brawley staff have been working on the development of the IVT - Gold line bus service within the City of Brawley. Simultaneously, staff have been developing a capital improvement program with several phases, for the new bus stops. A portion of the project cost for 1st phase includes the construction of new handicap access ramps to bring the new bus stop locations into compliance with the Americans with Disabilities Act. To address this immediate need staff is requesting FTA 5311 Rural Transit Grant Funds in the amount of approximately $239,900. Plus, a local match of $60,200.00 is also requested from the local TDA operating reserve.

$420,788 FTA 5311 apportionment remaining for FY 2012-13
$133,786 for operating funds for the IVT and IVT Access services in the rural area
$239,000 for the IVT gold line bus stops
$48,002 FTA 5311 balance remaining for FY 2012-13
ICTC staff are recommending the remaining balance for FY 2012-13 to be added to the FY 2013-14 apportionment when it becomes available.

The ICTC Management Committee met on October 9, 2013 and forwards this item to the Commission for your review and approval after public comment, if any:

1. Adopt the attached resolution authorizing the Executive Director to sign FTA 5311 FY 2013-14 grant applications and all supporting documentation, and submit the applications to Caltrans.
2. Approve the following additional actions relative to the IVT Brawley IVT Gold Line Bus Stop Improvement Program Phase 1:
   a. Approve the use of $60,200.00 as the local match from the FY 2013-14 TDA operating reserve.
   b. Direct staff to develop an RTIP amendment for the Brawley IVT Gold Line Bus Stop Improvement Program.

Sincerely yours,

MARK BAZA
Executive Director

BY: \[Signature\]

Kathi Williams
Senior Transit Planner

Attachment

MB/ksw/ds
RESOLUTION OF
THE IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC)

AUTHORIZING THE FILING OF APPLICATIONS FOR FEDERAL TRANSPORTATION FUNDING, WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR ASSISTANCE AS AUTHORIZED BY 49 U.S.C. CHAPTER 53, TITLE 23 UNITED STATES CODE; UNDER FTA SECTION 5311, FOR USE WITHIN THE REGIONAL COUNTY-WIDE TRANSIT SYSTEM

WHEREAS, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C 9040.1F); and

WHEREAS, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus; and

WHEREAS, ICTC desires to apply for said financial assistance to permit the continued operation of transit service in ICTC’s rural service area; and

WHEREAS, ICTC will program the FTA 5311 funds in the Regional Transportation Improvement Program (RTIP); and

WHEREAS, ICTC has the requisite combination of state and local funding sources committed to provide the required local share; and

WHEREAS, ICTC has sufficient funds to operate the vehicles and equipment utilized or purchased under this project or operate the service, as applicable; and

WHEREAS, ICTC has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies); and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the ICTC does hereby authorize:

1. That the Executive Director or his designee, to file and execute applications on behalf of ICTC with the Department to aid in the financing of capital/operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1F), as amended.

2. That the Executive Director or his designee is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.

3. That the Executive Director or his designee is authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.
4. That the Executive Director or his designee is authorized to submit and approve requests for reimbursement of funds from the Department for the Section 5311 project(s).

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

By: ____________________________

Chairman

ATTEST:

By: ____________________________

CRISTI LERMA
Secretary to the Commission