



**TECHNICAL ADVISORY COMMITTEE
AGENDA**

DATE: Thursday, November 19, 2015

TIME: 10:00 a.m. – 12:00 p.m.

**LOCATION: ICTC Offices
1405 N. Imperial Ave., Suite 1
El Centro, CA 92243**

Chairperson: Bill Brunet, County of Imperial

Vice-Chair: City of Imperial

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.

PUBLIC COMMENTS

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

DISCUSSION/ACTION ITEMS

1. Introductions
2. Adoption of the minutes for July 23, 2015 *ACTION*
Requesting a motion to adopt
3. Regional Surface Transportation Program (RSTP) *ACTION*
Call for Projects for FY 2016/2017 to FY 2018/2019
 - a. Approval of recommended list of projects
4. Congestion Mitigation and Air Quality (CMAQ) *ACTION*
Call for Projects for FY 2016/2017 to FY 2018/2019
 - a. Approval of recommended list of projects
5. ICTC Updates / Announcements *DISCUSSION*
Presented by ICTC Staff
 - a. Transit Planning Updates
 - b. Transportation Planning Updates
 - c. Other
5. Cities and County Planning / Public Works Updates *DISCUSSION*
All

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

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| 6. | SCAG Updates / Announcements <i>Presented by SCAG staff</i> | DISCUSSION |
| 7. | Caltrans Updates / Announcements Presented by Caltrans Staff | DISCUSSION |
| 8. | General Discussion / New Business <i>All</i> | DISCUSSION |
| 9. | Adjournment | |

The next meeting of the ICTC TAC will on December 17, 2015 at the ICTC offices at 10:00 a.m.

For questions you may call Cristi Lerma at (760) 592-4494 or contact by email at cristilerma@imperialctc.org.



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TECHNICAL ADVISORY COMMITTEE
DRAFT MINUTES

July 23, 2015

Present:

| | |
|------------------|---------------------|
| Yazmin Arellano | City of Brawley |
| Gordon Gaste | City of Brawley |
| Efrain Rodriguez | City of Calexico |
| Robert Ortiz | City of Calexico |
| Terry Hagen | City of El Centro |
| Jesus Villegas | City of Imperial |
| Armando Aguilar | City of Imperial |
| Joel Hamby | City of Westmorland |
| William Brunet | County of Imperial |

Others:

| | |
|------------------|----------------|
| Mark Baza | ICTC |
| Virginia Mendoza | ICTC |
| Cristi Lerma | ICTC |
| David Salgado | ICTC |
| Luis Medina | Caltrans |
| Carlos Flores | The Holt Group |

1. The meeting was called to order by Chair Brunet at 10:02 a.m. A quorum was present and introductions were made. There were no public comments.
2. A **motion** was made to adopt the minutes for July 2, 2015. ([Hamby/Hagen](#)) **Motion Carried.**
3. ICTC Updates / Announcements
 - a. RSTP and CMAQ Call for Projects FY 2016/2017 to FY 2018/2019 Update
 - Ms. Mendoza stated that the guidelines for both programs were adopted by the Commission on July 22, 2015 with the recommended changes made by the TAC Committee at the July 2nd meeting.
 - The Call for Projects will begin on August 3rd, deadline on September 30th with a recommendation to the Commission at the November meeting.
 - b. Transit Updates
 - The Safe Routes to School Master outreach was conducted in the communities of Calipatria, Westmorland, San Pasqual, Brawley, Imperial and El Centro.

Outreach will continue throughout the county in the Fall of 2015 school year. The project is scheduled for completion Fall 2015. The plan will have recommendations for infrastructure and non-infrastructure projects.

- Six new Gilligs were received and are ready for operations.

c. Transportation Planning Updates:

- The consultant for the SDSU/IVC campus shuttle analysis consultant has been selected and is underway.
- ICTC will be partnering with SANDAG for a Mobility Hub Strategy project through a grant received by SANDAG from Caltrans. Outreach to be announced this summer.
- Caltrans is partnering with SANDAG and ICTC to look at the Economic Impacts of Delay in all 6 ports of entry, both north and southbound. The data gathered will be able to quantify Greenhouse Gas Emissions and delays.

4. Cities and County Planning / Public Works Updates:

- Mr. Brunet stated that the signal on State Route 86 is active.
- Ms. Arellano stated that the City of Brawley was awarded \$2.6 million of LTA funds for the second phase of street rehab.
- Mr. Villegas stated that the street rehab project on Cross and Aten Roads will take place in the October/November timeframe.
- Ms. Mendoza requested that all agencies please submit a list of LTA projects to take to the LTA Board.

5. SCAG Updates / Announcements

- There were none.

6. Caltrans Updates / Announcements

Mr. Medina had the following updates:

- The HSIP Cycle 7 “Call for Projects” deadline to submit applications is Friday, July 31, 2015. High Risk Rural Road (HRRR) federal funding for eligible projects is also included in the Cycle 7 HSIP call.
- Caltrans and the CTC are establishing the new Active Transportation Program – Technical Advisory Committee (ATP-TAC) to provide balanced strategic technical guidance and assist with complex program decisions to enable and maximize continuous improvement of the ATP. ATP stakeholders interested in selection by governmental agencies should work directly with those agencies. Agencies will make selections at their own discretion and may request/require Self Nomination forms, SOQs and other attachments, while others may select from their active members. Caltrans is accepting agency recommendations. The deadline to submit agency recommendation is August 24, 2015. Caltrans is accepting Self Nomination forms for those TAC vacancies not identified as selected by governmental agencies. The deadline to submit Self-Nominations is August 10, 2015.
- This NPRM initiates the formal rulemaking process to fulfill the legislative requirement and establish such regulations as are necessary for the FHWA's approval of projects using the CM/GC method of contracting. The CM/GC is a contracting method that allows a contracting agency to use a single procurement to secure pre-construction and construction services. The deadline to submit your comment is August 28, 2015.
- Caltrans is required to submit an overall annual DBE goal and methodology report to the Federal Highway Administration (FHWA). For the proposed 2016-2018 overall DBE goal and methodology, Caltrans is seeking public comment. The public comment period is open for 30 days, between July 1 and July 31, 2015. Caltrans utilized information from its 2012

- Availability and Disparity Study and current contract data to establish the proposed 2016-2018 overall DBE goal and methodology. Current and previous DBE studies, reports and information is available on the Office of Business and Economic Opportunity (OBEO) website.
- Local Agencies are required to designate a “Local Agency Employee in Responsible Charge.” Several sections in the Caltrans Local Assistance Procedures Manual (LAPM) indicate that an Architectural and Engineering (A&E) consultant, whether procured as a retained Agency Engineer or in a project-specific engineering role, may fulfill this requirement. This individual must be employed directly by the local agency and need not be an Engineer.
 - The Prompt Payment methodology designated by most Agencies on the annual DBE Exhibit 9-B is Method 3. Please be reminded that the Agency is responsible for making regular incremental acceptances and incrementally releasing retention on the accepted work. If the retention was released for work performed by a subcontractor, the Agency is required per 49 CFR, Part 26.29(d) to enforce prompt payment to the subcontractors.
 - USDOT has announced a new Local Labor Hiring Pilot Program. It is a one-year contracting initiative to allow local or other geographic-based hiring preferences, economic-based labor hiring preferences, and labor hiring preferences for veterans. The Pilot Program is primarily intended for construction projects, but USDOT may consider the application to Architectural and Engineering contracts as appropriate. To be eligible, projects must be advertised during the pilot period, by March 5, 2016. Local agencies desiring to participate in the program will need to prepare and submit a Special Experimental Project (SEP-14) Work Plan to the DLAE for review.
 - Reminder: FHWA Form PR-1391: Code of Federal Regulations, Title 23, Section 230.121 (a) through (c)(2) requires contractors to report annually on the composition of their workforce by race, gender, and job category. Prime contractors and all subcontractors with construction contracts of \$10,000 or more must complete the report for work performed during the last pay period of July 2015. The reporting period is June 29, 2015 through July 31, 2015. Contractors must provide a separate report for each project, for the last week worked during the reporting period using FHWA Form PR-1391. The form must be completed in its entirety to be considered satisfactorily. Prime contractors, as well as each subcontractor, must complete and submit the report to their respective local agency Resident Engineer, who certifies that the information is correct and complete. Contractors should submit the reports to the Local Agency by August 14, 2015. The Local Agency shall send the reports to Miyoko Nakajima at miyoko.nakajima@dot.ca.gov and “cc” Anh-Vu Pham (anh-vu.pham@dot.ca.gov), Local Area Engineer for the Imperial Region, **by August 21, 2015**.
 - Active Transportation Program (ATP) Cycle 2 “Call For Projects”: Caltrans received a total of 38 project applications from the District 11 Local Agencies, 31 from the San Diego Region and 7 from the Imperial Region. Successful project applications will be adopted at the California Transportation Committee (CTC) meeting scheduled to be held on October 21-22, 2015.
 - RFA’s are due to District 11 by July 31, 2015.
 - Training: REMINDER –Participants *must* register for every training session they choose to attend, as all Local Assistance training opportunities *require* participant registration. Each training announcement, and most flyers, provide participants with the information needed to register for the course. Please make sure to follow the registration instructions as directed.
 1. Utilities Update 2015 - July 29, 2015, 9:00 am to 12:30 pm, at Caltrans District 11 offices, Gallegos Room 1-134. Registration for this training is being handled directly through District 11 Local Assistance Training Coordinator, Debora Ledesma-Ribera at debora.ledesma-ribera@dot.ca.gov . Please send your name, agency, email address and phone number to her by the end of business, July 27, 2015. Also, if you

have any questions, please feel free to contact Debora at the email address provided above.

2. Small Business and Disabled Veteran Enterprise Certification Workshop: September 24, 2015, 10:00am to 12:00pm or 2:00pm to 4:00pm, at Caltrans District 11 offices, Gallegos Room 1-134. For additional information, contact Cheri Gouthier at cheri.gouthier@dot.ca.gov.

7. General Discussion / New Business
 - There was none.

8. Meeting adjourned at 11:40 a.m. Next meeting is will be replaced with the Caltrans Team building meeting on September 24, 2015. TAC will go dark in August.