



**TECHNICAL ADVISORY COMMITTEE  
AGENDA**

DATE: **March 27, 2014**  
TIME: **10:00 a.m. – 12:00 p.m.**  
LOCATION: **ICTC Offices  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243**

Chairperson: Nick Wells, City of Holtville

Vice-Chair: Bill Brunet, County 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 February 27, 2014 *ACTION*  
*Requesting a motion to adopt*
3. ICTC Updates / Announcements *DISCUSSION*  
*Presented by ICTC Staff*
  - a. Transit updates
  - b. CNG Street Sweeper Programming
  - c. 2013 FTIP Administrative Modification 13-18
  - d. Pedestrian & Bicycle Transportation Access Study
  - e. 2013 LTA Audit
    - i. Audit Findings and Recommendations
    - ii. Board Recommendations
    - iii. Follow-up with Member Agencies
4. SCAG Updates / Announcements *DISCUSSION*  
*Presented by SCAG staff*
5. Caltrans Updates / Announcements *DISCUSSION*  
*Presented by Caltrans Staff*
  - a. Obligation Plan

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

- b. Upcoming Trainings:
    - i. Construction Contract Administration Training
    - ii. District 11 Active Transportation Program (ATP) Training
  - c. Southern California Local Assistance Meeting (SCLAM)
6. General Discussion / New Business DISCUSSION  
*All*
7. Adjournment

The next meeting of the ICTC TAC will be replaced with the Caltrans / Imperial External Team building meeting being held at the IID Water Control Conference Room on April 24, 2014 at 9 a.m.

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



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EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4497

## TECHNICAL ADVISORY COMMITTEE MINUTES

February 27, 2014

### Present:

Yazmin Arellano	City of Brawley
Nick Fenley	City of Calexico
Adriana Nava	City of El Centro
Abraham Campos	City of El Centro
Terry Hagen	City of El Centro
Nick Wells	City of Holtville
Joel Hamby	City of Westmorland
Bill Brunet	County of Imperial
John Gay	County of Imperial

### Others:

Mark Baza	ICTC
David Salgado	ICTC
Virginia Mendoza	ICTC
Cristi Lerma	ICTC
Luis Medina	Caltrans
Khaled Mohame Noor	Caltrans
Angel Hernandez	The Holt Group
Tomas Oliva	SCAG

1. The meeting was called to order by Chair Arellano at 10:04 a.m. A quorum was present. Introductions were made.
2. A **motion** was made to adopt the minutes for January 23, 2014 (**Fenley/Brunet**) **Motion Carried.**
3. ICTC Updates / Announcements
  - a. Transit Updates  
Mr. Salgado had the following updates:
    - The Consolidated Paratransit (Dial-A-Ride) Requests for Proposal was released and there seems to be a lot of interest. It is being referred as IVT – Ride for the time being. Three addendums have been posted on the website. There is a pre-bid non-mandatory meeting on Monday, March 3, 2014. If there are any

- questions, please let staff know.
  - TDA audits were due to the State Controller's Office on December 31, 2013. Please follow up with staff.
  - The Bus Stop Design Guidelines Handbook will have a draft for review in late March.
- b. Active Transportation Program (ATP) Update
- The ATP guidelines Program goals are:
    1. Increase the proportion of trips accomplished by biking and walking.
    2. Increase the safety and mobility of non-motorized users.
    3. Advance the active transportation efforts of regional agencies to achieve greenhouse gas reduction goals as established pursuant to Senate Bill 375 (Chapter 728, Statutes of 2008) and Senate Bill 391 (Chapter 585, Statutes of 2009).
    4. Enhance public health, including reduction of childhood obesity through the use of programs including, but not limited to, projects eligible for Safe Routes to School Program funding.
    5. Ensure that disadvantaged communities fully share in the benefits of the program.
    6. Provide a broad spectrum of projects to benefit many types of active transportation users.
  - The following schedule lists the major milestones for the development and adoption of the 2014 Active Transportation Program:
    - ✓ Commission adopts Fund Estimate December 11, 2013
    - ✓ Guidelines hearing, South January 22, 2014
    - ✓ Guidelines hearing, North January 29, 2014
    - ✓ Guidelines submitted to the Joint Legislative Budget Committee February 3, 2014
    - Commission adopts Active Transportation Program Guidelines March 20, 2014
    - Call for projects March 21, 2014
    - Project applications to Caltrans May 21, 2014
    - Large MPOs submit optional guidelines to Caltrans May 21, 2014
    - Commission approves or rejects MPO guidelines June 25, 2014
    - Staff recommendation for statewide and rural/small urban portions of the program August 8, 2014
    - Commission adopts statewide and rural/small urban portions of the program August 20, 2014
    - Projects not programmed distributed to large MPOs based on location August 20, 2014
    - Deadline for MPO project programming recommendations to the Commission September 30, 2014
    - Commission adopts MPO selected projects November 2014
  - Matching requirements: 11.47% unless project is benefitting a disadvantaged community, stand-alone non-infrastructure projects and safe routes to school projects.
- c. 2013 FTIP Administrative Modification 13-18
- The 2013 FTIP Administrative Modification 13-18 is due April 1, 2014. This amendment is for minor modifications and should be approved end of April for current requests for proposals (RFA's). Please submit changes one week before April 1<sup>st</sup>.

- d. Calexico Intermodal Transportation Center Study
  - A Community Walk was held on February 8, 2014. A Community Forum will be held on March 6, 2014 at Kiki Camarena Library from 4:30 p.m. – 6:30 p.m. A Fact Sheet was attached to the agenda.
- e. Pedestrian & Bicycle Transportation Access Study
  - The agreement was approved at the Commission meeting the night before. The goal of the study will be to analyze all 6 Ports of Entry and identify pedestrian and bicycle projects at each location.

Other Updates:

- Ms. Mendoza took a poll of individuals interested in a Resident Engineer Academy in Imperial County. The minimum people needed are 20. The training would be 3 ½ days sometime after July 1<sup>st</sup> of this year.
- Mr. Baza stated that \$600,000 of FY 13/14 TE funds are available to all member agencies. Packages are due to the CTC by March 24, 2014. Interested agencies should contact staff for specifics right away.

4. Caltrans Updates / Announcements (by Luis Medina)

- a. The Obligation Plan was reviewed with cities/county.
- b. National Highway System (NHS) Update  
The existing National Highway System (NHS) has been expanded to include all Principal Arterials. (i.e. Functional Classifications 1,2 and 3) to the new Enhanced NHS. More detailed information can be found in the Caltrans Local Assistance weblink:

[http://dot.ca.gov/hq/tsip/hseb/map21\\_nhs.html](http://dot.ca.gov/hq/tsip/hseb/map21_nhs.html)

MAP-21 Legislation:

<http://www.fhwa.dot.gov/map21/legislation.cfm>

The only official functional classification for Federal Aid Funding can be found on the California Road System (CRS Maps) displayed on the website below:

[http://www.dot.ca.gov/hq/tsip/hseb/crs\\_maps/](http://www.dot.ca.gov/hq/tsip/hseb/crs_maps/)

Agencies needing support for removing a principal arterial from being upgraded to NHS standards can get guidance on how to change the functional classification of a principal arterial by contacting: Navneet Singh (Branch Chief) at (916) 654-6585 or [navneet.singh@dot.ca.gov](mailto:navneet.singh@dot.ca.gov).

- c. Southern California Local Assistance Meeting (SCLAM)  
The meeting will be held in the District 7 District Offices, located in Los Angeles, on Thursday, April 3, 2014 from 9:00 to 3:00. Regarding the agenda, please send potential subjects you would like to discuss to [heather.cheyney@dot.ca.gov](mailto:heather.cheyney@dot.ca.gov) by Thursday February 21, 2014, so we may add them to the agenda.
- d. Upcoming Trainings
  - Active Transportation Program (ATP) Update  
The CTC submitted the final draft ATP guidelines to the Joint Legislative Budget Committee on February 3, 2014. The final draft ATP guidelines, including milestones, can be viewed at: <http://www.catc.ca.gov/programs/ATP.htm> Call for Projects will be announced on March 21, 2014 and applications are due to Caltrans by May 21, 2014.

Caltrans will be providing ATP training at the Gallegos Room, Caltrans District 11 on April 15, 2014. Caltrans Division of Local Assistance has agreed to bring the ATP Training to ICTC and it is now scheduled for April 14, 2014 from 1:00 to 4:00 PM. Other training webinars will also be conducted.

- Every Day Counts (EDC) is designed to focus on a finite set of initiatives. Teams from the Federal Highway Administration will work with state, local, and industry partners to deploy the initiatives and will develop performance measures to gauge their success. Another Every Day Counts Webinar is coming up on March 26, 2014 from 11:00 a.m. to 1:00 p.m. A room will be reserved in Caltrans District 11 for the event. Details of the webinar will be provided as soon as information is available.

Other Caltrans updates:

- The next Southern California Local Assistance Meeting (SCLAM) meeting will be held in the District 7 District Offices located in Los Angeles, on Thursday, April 3, 2014 from 9:00 to 3:00. Regarding the agenda, please send potential subjects you would like to discuss to [heather.cheyney@dot.ca.gov](mailto:heather.cheyney@dot.ca.gov) by Thursday March 6, 2014, so we may add them to the agenda.

5. SCAG Updates / Announcements

Mr. Oliva had the following announcements:

- 2014 SCAG Public Participation Plan: SCAG released the 2014 Draft Public Participation Plan on January 22, 2014 for a mandatory 45-day public review and comment period, which ends at 5:00 p.m. on March 7, 2014.
- 2014 Regional Conference & General Assembly is scheduled for May 1-2, 2014. It will be held at the Renaissance Esmeralda Indian Wells Resort & Spa located at 44-400 Indian Wells Lane, Indian Wells, CA 92210. You can register online by visiting this website: <http://www.scag.ca.gov/calendar/Pages/GA2014.aspx>, the cost to register will be \$150 before April 1, 2014.
- Imperial County Aerial Imagery Acquisition Project: Through the SCAG GIS Service Program, SCAG staffs are assisting Imperial County and its local jurisdictions acquire aerial imagery and possibly derived products to assist with their planning, engineering, and other related activities. As part of the service, SCAG staff will manage the project, assist to secure funds and coordinate activities with other stakeholder technical staffs. In addition, SCAG staff will take the opportunity of this coordination /collaboration with the many Imperial Valley stakeholders to draft an agreement for the next cycle of aerial imagery acquisition, so that all jurisdictions and other stakeholders are able to program their funds ahead of time. Mr. Oliva thanked all jurisdictions that have contributed to the project cost.
- Annual SCAG Sustainability Awards are due to SCAG by March 21, 2014

6. General Discussion / New Business

- Adriana Nava, Associate Planner for the City of El Centro was introduced to the group.

7. Meeting adjourned at 11:45 a.m.

- The next meeting will be held on March 27, 2014 at 10 a.m. at the ICTC offices.



# CALTRANS DISTRICT 11 DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE March 27, 2014

## Active Transportation Program (ATP)

The CTC submitted the final draft ATP guidelines to the Joint Legislative Budget Committee on February 3, 2014. The final draft ATP guidelines, including milestones, and the draft ATP Application Form can be viewed at:

<http://www.catc.ca.gov/programs/ATP.htm>

- Call for Projects was announced on **March 21, 2014** and applications are due to Caltrans by **May 21, 2014**.

## Training

- Construction Contract Administration Training will be presented by Caltrans District 11's Construction Oversight Engineer, Anna Alonso and District Local Area Engineer, Erwin Gojuangco on **April 1, 2014** from **1:00PM-5:00PM** and **April 2, 2014** from **8:00AM to 12:00 PM** at ICTC Headquarter Offices and the County of Imperial's Administration Office.

- April 1, 2014  
Imperial County Transportation Committee  
1405 N. Imperial Ave, Suite 1  
El Centro, CA 92243

- April 2, 2014  
940 W. Main St, Suite 212 Conference Room  
El Centro, CA 92243

- District 11 Active Transportation Program (ATP) District Training will be ICTC Headquarter Offices on **April 14, 2014** from **1:00pm to 4:00pm**.

- Imperial County Transportation Committee  
1405 N. Imperial Ave, Suite 1  
El Centro, CA 92243

- Questions regarding the ATP training can be directed to:

Wishing Lima  
D11 ATP Coordinator  
(619) 220-5485  
[wlima@dot.ca.gov](mailto:wlima@dot.ca.gov)

Debora Ledesma-Ribera  
D11 Local Assistance Training Coordinator  
(619) 278-3766  
[debora.ledesma-ribera@dot.ca.gov](mailto:debora.ledesma-ribera@dot.ca.gov)

- ATP workshop handout announcement

## Southern California Local Assistance Management (SCLAM) Meeting

The next quarterly SCLAM Meeting is scheduled on **April 3, 2014 (Thursday) from 9:00am to 3:00pm**. The SCLAM meeting presenters and attendees are composed of Caltrans DLAE's from Districts 7,8, 11 & 12, FHWA and Local Agency management.



**CALTRANS DISTRICT 11  
DISTRICT LOCAL ASSISTANCE ENGINEER  
(DLAE) UPDATE  
March 27, 2014**

The meeting will be held at:

Caltrans District 7  
100 S Main Street, Room 1.040  
Los Angeles, CA 90012

To RSVP, please contact Linda Taira at [linda.taira@dot.ca.gov](mailto:linda.taira@dot.ca.gov) by **March 28, 2014**.

**Every Day Counts Webinar – Intelligent Compaction: Understanding the Technology**

Another Every Day Counts Webinar is coming up on **April 2, 2014** from **11:00am-1:00pm**. The **La Jolla Cove Rooms 503 A&B (Bldg 2 Flr 5)** are reserved in Caltrans District 11 for the event.

Every Day Counts (EDC) is designed to focus on a finite set of initiatives. Teams from the Federal Highway Administration work with state, local, and industry partners to deploy the initiatives and develop performance measures to gauge their success.

Intelligent compaction refers to the compaction of road materials using modern vibratory rollers equipped with integrated measurement systems to provide feedback to the roller operator.





## DISTRICT 11 - LOCAL ASSISTANCE

### TRAINING NOTIFICATION

**Course: “Construction Contract Administration Workshop for Federal Aid Projects”**

**TWO OPPORTUNITIES TO ATTEND  
(PICK ONE DATE – YOUR CHOICE!)**

**April 01, 2014 (Tuesday)**

1:00 PM to 5:00 PM

*Imperial County Transportation Commission  
1405 N. Imperial Ave, Suite 1  
El Centro, CA 92243*

**April 02, 2014 (Wednesday)**

8:00 AM to 12:00 PM

*County of Imperial Administration  
940 W. Main Street  
Suite 212 Conference Room  
El Centro, CA 92243*

**Description:**

This course provides Resident Engineers with an overview of the essential information and principles they need to be successful. As a Resident Engineer, your position requires you to have a good understanding of project management, contract administration, financial and funding rules, risk management, and federal and state labor rules. The Construction Oversight Engineer developed a unique four hour core training workshop designed to explain basic procedures for Resident Engineers.

**Course Instructors**

Erwin Gojuangco, Caltrans DLAE  
Anna Alonso, Caltrans Construction Oversight Engineer

**Topics Include**

- ✓ Resident Engineer roles and responsibilities,
- ✓ Pre-construction preparation, conferencing, and process reviews
- ✓ Reporting, subcontracting, recording, and accounting
- ✓ Staffing and supervision
- ✓ Federal-aid project records and accounting
- ✓ Control of materials
- ✓ Quality Assurance programs
- ✓ Control/Scope of work
- ✓ Labor compliance and equal opportunity
- ✓ Disadvantage business enterprises
- ✓ Deficiencies and sanctions; claims and claim avoidance

**Target Audience**

Local Agency Project Managers, Project Engineers, and Local Agency Consultants that work on the delivery of Federal-Aid Projects.

**Register by March 27, 2014**

Debora Ledesma-Ribera District 11, Local Assistance Training Coordinator  
(619) 278-3766 or [Debora\\_Ledesma-Ribera@dot.ca.gov](mailto:Debora_Ledesma-Ribera@dot.ca.gov)

**DISTRICT 11  
ACTIVE TRANSPORTATION  
PROGRAM DISTRICT  
TRAINING**



The Division of Local Assistance, Office of Active Transportation & Special Programs, in coordination with District 11 Local Assistance, is conducting training on the **Active Transportation Program (ATP)**.

The purpose of this training is to assist potential **ATP** applicants, partners, and district staff to achieve efficient, effective, and timely delivery of **ATP** applications in accordance with state and federal requirements. For more information on the program, please go to:

<http://www.dot.ca.gov/hq/LocalPrograms/atp/index.html>

**VENUE:** Imperial County Transportation Commission  
1405 N. Imperial Ave , Suite 1  
El Centro, CA 92243

**DATE:** April 14, 2014

**TIME:** 1:00-4:00pm

**CONTACT PERSON:** Debora Ledesma-Ribera  
(619) 278-3766

**DLAE :** Erwin Gojuangco  
(619) 278-3756



~~March 26, 2014~~ **April 2, 2014**

**EDC Exchange for Local and Tribal Agencies**

## **Intelligent Compaction: Understanding the Technology**

This EDC Exchange will focus on real world examples of where Intelligent Compaction (IC) has been used by contractors. Local public agencies can benefit from this technology by adapting IC roller retrofit kits to existing vibratory rollers. It gives the local public agency the opportunity to upgrade their existing fleets and take advantage of this technology. The implementation of this technology and the availability of retrofits kits make using IC more affordable to everyone.

Compaction is one of the most important processes in roadway construction. It is needed to achieve consolidation and uniformity of the materials, which in turn better ensures a stable base platform and pavement surface. Construction materials possess optimum densities that ensure adequate support, stability, and strength. Achieving uniform compaction consistently is extremely important. Current processes using conventional compaction machines may result in inadequate and/or non-uniform material compaction, which can be one of the major factors that result in premature failure in pavements. IC helps to overcome this.

IC refers to the compaction of road materials, such as soils, aggregate bases, or asphalt pavement materials using modern vibratory rollers equipped with an integrated measurement systems (high precision positioning systems, accelerometers, and onboard computer reporting systems) to provide feedback to the roller operator. By integrating measurement, documentation, and control systems, the use of IC rollers allow for real-time feedback to the contractor of the compaction process. IC rollers maintain a continuous record with color-coded plots that include the number of passes, stiffness values, temperature, frequencies, amplitude, and roller speed as well as the location of the roller drum.

Please join the Federal Highway Administration, the California Local Technical Assistance Program Center and the California Department of Transportation for a presentation on the Intelligent Compaction: Understanding the Technology via a live webinar on ~~March 26~~ **April 2, 2014 from 11:00 am to 1:00 pm.**

The following locations are available for your participation **(IN-PERSON ONLY)**:

*California State University Sacramento,  
College of Continuing Education  
Napa Hall, Room 2005  
3000 State University Drive East  
Sacramento, CA. 95819-6103*

*Caltrans, District 1  
Plaza 1  
2430 6<sup>th</sup> Street  
Eureka, CA. 95501*

*Caltrans, District 2  
NE Conference Room  
1657 Riverside Drive  
Redding, CA. 96003*

*Caltrans, District 3  
703 B Street  
Ice House Room 175  
Marysville, CA. 95901*

*Caltrans, District 5  
Sycamore Conference Room  
50 Higuera Street  
San Luis Obispo, CA. 93401*

*Caltrans, District 6  
Tower Building, 3<sup>rd</sup> Floor  
855 M Street, Room 317  
Fresno, Ca. 93721*

*Caltrans, District 7  
Room 01.040 B  
100 S. Main Street  
Los Angeles, CA. 90012*

*Caltrans, District 8  
Rosa Parks Memorial Building  
464 W. 4<sup>th</sup> Street, Room 1019  
San Bernardino, CA. 92401*

*Caltrans, District 10  
1976 E. Dr. MLK Blvd  
Conference Room 56/71  
Stockton, CA. 95820*

*Caltrans, District 11  
4050 Taylor Street, Bldg 2, 5<sup>th</sup> Floor  
La Jolla Cove, Room 503 A&B  
San Diego, CA. 92110*

*Caltrans, District 12  
3447 Michelson Drive, Ste 100  
Room 332  
Irvine, CA. 92812*

**Space is limited! Registration is on a first come, first serve basis. Please submit your name, agency, phone number, and e-mail address to [Lori Kempley](mailto:Lori.Kempley@dot.ca.gov) ([Lori.Kempley@dot.ca.gov](mailto:Lori.Kempley@dot.ca.gov) or (916) 651-6548) by **Friday, March 14<sup>th</sup>**.**