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  
   Requesting a motion to adopt
3.  ICTC Updates / Announcements
   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
    Presented by SCAG staff
5.  Caltrans Updates / Announcements
    Presented by Caltrans Staff
    a.  Obligation Plan
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.
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 1st.
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 1/2 days sometime after July 1st 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
      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/
      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.
   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 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 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.
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

  Debora Ledesma-Ribera
  D11 Local Assistance Training Coordinator
  (619) 278-3766
  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.
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 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.
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
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
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 6th 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, 3rd 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. 4th 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, 5th Floor
La Jolla Cove, Room 503 A&B
San Diego, CA. 92110

**Caltrans, District 12**
3447 Nicholson 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 (Lori.Kempley@dot.ca.gov or (916) 651-6548) by Friday, March 14th.