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 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 action on items that are not on the agenda.

IV. APPROVAL OF CONSENT CALENDAR

   A. Approval of Management Committee Draft Minutes: November 7, 2012
   B. Receive and File:
      1. ICTC Board Draft Minutes: November 14, 2012
      2. ICTC SSTAC Draft Minutes: December 5, 2012

V. REPORTS

   A. ICTC Executive Director
   B. Southern California Association of Governments
   C. California Department of Transportation – District 11
   D. Committee Member Reports

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.
VI. ACTION CALENDAR

A. Yuma Area Service Connection Memorandum of Understanding (MOU) – YCIPTA – Quechan – ICTC

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

1. Authorize the Chairperson to sign the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority, The Imperial County Transportation Commission and the Quechan Indian Tribe for the implementation and operation of a regional connector bus service (Turquoise Route #10) between Yuma AZ, Winterhaven and El Centro, California, which would implement the new YCIPTA Turquoise route effective January 3, 2013 and provide a financial not to exceed subsidy to YCIPTA in an amount of $10,501.92.

B. Brawley Bus Transfer Terminal Construction Bids (November 2012)

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

1. Authorize the City of Brawley to file a single TDA/LTF Article 8e application with ICTC for the amount of $231,687.50 for use on the Brawley Transfer Terminal.


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

1. Appoint the Unmet Transit Needs Hearing Panel: two members from the County, three City representatives with two City alternates.
2. Select a hearing date of January 24, 2013 or January 31, 2013.
3. Select the time of the meeting.

D. Federal Transportation Improvement Program (FTIP) FY 2012-13 to FY 2015-16 – Amendment #13-03

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

1. Adopt the recommended 2013 FTIP Amendment #13-03
2. Authorize staff to submit the documentation to SCAG for inclusion into the 2013 FTIP

VII. DISCUSSION CALENDAR

A. Draft Imperial County Long Range Transportation Plan Update

VIII. NEXT MEETING DATE AND PLACE

The next meeting of the Management Committee will be held on Wednesday, January 9, 2012 at 10:30 a.m., at the City of Brawley, Brawley, CA

IX. ADJOURNMENT

A. Motion to Adjourn
IV. CONSENT CALENDAR

A. APPROVAL OF MANAGEMENT COMMITTEE
DRAFT MINUTES: NOVEMBER 7, 2012

B. RECEIVE AND FILE:
1. ICTC BOARD DRAFT MINUTES:
   NOVEMBER 14, 2012

2. ICTC SSTAC DRAFT MINUTES:
   DECEMBER 5, 2012
IMPERIAL COUNTY TRANSPORTATION COMMISSION
MANAGEMENT COMMITTEE

DRAFT MINUTES OF NOVEMBER 7, 2012
10:30 a.m.

VOTING MEMBERS PRESENT:

City of Brawley          Rosanna Bayon Moore
City of Calexico        Nick Servin for Oscar Rodriquez
City of Calipatria      Rom Medina
City of El Centro       Ruben Duran
City of Holtville       Nick Wells for Alex Meyerhoff
City of Imperial        Marlene Best
County of Imperial      Andy Horn for Ralph Cordova Jr.
County of Imperial      Bill Brunet
Imperial Irrigation District  Antonio Ortega for Jennifer Goodsell

(Non-voting) ICTC        Mark Baza

STAFF PRESENT:  Kathi Williams, David Salgado, Virginia Mendoza, Cristi Lerma

OTHERS PRESENT:  Sam Amen (Caltrans), Tomas Oliva (SCAG)

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, November 7 2012 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Chairman Medina called the Committee meeting to order at 10:45 a.m. Roll call was taken. Introductions were made.

II. EMERGENCY ITEMS

A. There were none. However, a motion was made to move Action item H to be the first item on the Action Calendar (Bayon Moore/Best) Motion Carried.

III. PUBLIC COMMENTS

A. There were none.

IV. CONSENT ITEMS

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

A. Approved ICTC Management Committee Minutes for September 12 2012.
B. Received and filed:
   1. ICTC Board Draft minutes for September 26, 2012
   2. ICTC TAC Draft Minutes for September 27, 2012
   3. ICTC SSTAC Minutes for September 5, 2012
   4. ICTC SSTAC Draft Minutes for October 3, 2012

C. FY 2012-13 Appointment of the Social Services Transportation Advisory Council (SSTAC)
   It was requested that the ICTC Management Committee forward this item to the ICTC Commission for their review and approval.
   1. Appointed the Social Services Transportation Advisory Council (SSTAC) for FY 2012-13 for the positions and terms per the enclosure.

D. LTF (SB821), Article 3, Bicycle and Pedestrian Project Distribution List, Fiscal Year 2012-13
   ICTC Staff requested that the ICTC Management Committee recommend that the ICTC Commission take the following actions:
   2. Authorized the claimant agencies to file Article 3 claims for the approved amount.

V. REPORTS

A. ICTC Executive Director
   Mr. Baza had the following announcements and/or updates:
   - EPA Sanctions: The APCD presented to the County Board of Supervisors on October 16, 2012 to request approval of the changes to rule makings. The schedule remains the same with a stay of the sanctions in the January/February 2013 timeframe.
   - The Brawley Bypass Phase 3 ribbon cutting held on October 18, 2012 was a success and was well attended. Mr. Baza thanked all for attending. A certificate of appreciation was presented to ICTC by Assembly member Manuel Perez’s office.
   - The Imperial Valley Procurement Fair will be held at the Barbara Worth Country Club on November 15, 2012.

B. Southern California Association of Governments (SCAG)
   Mr. Oliva has the following announcements and/or updates:
   - Mr. Hasan Ikhrata will be visited Imperial Valley for the Brawley Bypass Stage 3 ribbon cutting and held a meeting with City Managers after the event at the Country Club in Brawley where he discussed the RTP/SCS and next steps.
   - The Economic Summit will be held in Los Angeles on December 6, 2012 in Los Angeles, CA.
   - The SCAG General Assembly is scheduled for May 2-3, 2013 in Palm Desert at the JW Marriott.

C. California Department of Transportation – District 11
   Mr. Amen had the following updates:
- Mr. Amen provided a hand out sent by Local Assistance staff.
- A big thank you to everyone at ICTC and the City of Brawley for making the Brawley Bypass ribbon cutting a success.
- Closure of a section of Hwy 111 in Calipatria will be taking place on November 30, 2012 and will be closed for 4 days.
- The Caltrans/Imperial Valley External Team Building Meeting will be held on November 14, 2012 at the IID Water Control Conference Room.

D. Committee Member Reports
- There were none.

VI. ACTION CALENDAR

A. ICTC/ICERS Pensionable Determination for Current Members

Imperial County Employees Retirement Board requested that ICTC provide a letter requesting that ICERS include “cash-out” Paid Time Off (PTO) time in the compensation earnable items that are available to current ICTC employees.

ICTC understands and acknowledges that the cash out of PTO prior to retirement and during the pensionable year used in the calculation of an ICTC employee pension allowance should be restricted to amount of time earned and paid out during the pensionable year.

Cash out will not exceed one the following requirements:

1. Employees with less than 15 years of service with ICTC would have a maximum of 120 hours of the cashed out PTO time included in compensation earnable.
2. Employees with 15 years or more of service with ICTC would have a maximum of 160 hours of the cashed out PTO time included in compensation earnable.

Additionally, ICTC implemented a “Sell Back” PTO policy for current members that is consistent with ICERS guidelines:

1. General members of ICTC are allowed to sell back an annual amount of PTO time understanding that as of this time, the amount that would be considered to be compensation earnable by ICERS would be restricted to a maximum 48 hours
2. Management is allowed to sell back an annual amount of PTO time, of this time the amount that would be considered compensation earnable would be restricted to a maximum of 96 hours.

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

1. Approved the attached draft letter to ICERS requesting that cash out PTO be included in the compensation earnable for current members by authorized and submitted to ICERS for approval.
A motion was made by Best, seconded by Bayon Moore, **Motion carried** unanimously.

**B. Draft Revision to the Approved ICTC Personnel Policies and Procedures Manual**

On September 26, 2012 the Commission was presented with a draft revision to the manual. Upon review and discussion the commission directed staff to make revisions and present back to the commission at their next meeting. Staff prepared a Draft Revision for the Management Committee on November 7, 2012. Clarification on section 8.2.1 was requested during this time. The section reads: “Each full-time and part-time employee with over five year’s continuous services shall receive an additional five days PTO on their anniversary date”. The concern was that it sounded as though every five year anniversary the employee would receive an additional five days. The clarity here was that this is a onetime longevity benefit that the employee will receive until employment is terminated.

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

1. **Reviewed and approved the Draft Revision to the ICTC Policies and Procedures Manual to be presented to the Commission**

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

**C. State Transportation Improvement Program (STIP) Transportation Enhancement (TE) Call for Projects for FY 2013-14 to FY 2015-16 – Project List Recommendation**

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

1. **Approved the 2012 TE Call for Project List for FY 2013-14 to FY 2015-16, for a total of $2.522 million.**

2. **Directed staff to submit a Formal Amendment No. 13-03 to the 2013 FTIP.**

A motion was made by Bayon Moore, seconded by Brunet, **Motion carried** unanimously.

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

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

1. **Approved the award of the Consultant Agreement for the FY 2012-13 Imperial Valley Transit (IVT) Specific Operational Analysis (SOA) – Circulator Bus Design Project FY 2012-13 to AECOM for the fee of $109,767.**

2. **Authorized the Chairperson to sign the consultant agreement.**

A motion was made by Bayon Moore, seconded by Best, **Motion carried** unanimously.
E. Public Transportation Modernization, Improvement and Services Enhancement Account (PTMISEA) Expenditure Plan Update and Bus Procurement Allocation Requests FY 2012-13

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

1. Approved the submittal of a revised PTMISEA Expenditure Plan in the amount of $3,332,677 in FY 2012-13 and declare it as consistent with the regional transportation planning effort

2. Authorized the Executive Director to submit the PTMISEA Allocation Request in the amount of $2,400,000 for the purchase of six (6) 40ft. Low Floor Gillig Buses as an eligible project under the PTMISEA, and declare it as consistent with the regional transportation planning effort

3. Authorized the Executive Director to submit the PTMISEA Allocation Request in the amount of $932,677 for the purchase of nine (9) 25ft. cutaway buses as an eligible project under the PTMISEA, and declare it as consistent with the regional transportation planning effort

4. Authorized the ICTC Chairperson to sign the attached resolution

A motion was made by Brunet, seconded by Best, Motion carried unanimously.

F. Americans with Disabilities Act (ADA) Paratransit Services “No Show/Late Cancellation Policy and Appeals Process” – DRAFT

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

1. Reviewed and approved the ICTC ADA Paratransit Services No Show/Late Cancellation Policy and Appeals Process.

2. Directed staff to promulgate the ADA Paratransit Services No Show/Late Cancellation Policy and Appeals Process in English and Spanish between December 1st and December 31, 2013.

3. Directed staff to implement the ADA Paratransit Services No Show/Late Cancellation Policy and Appeals Process effective January 1, 2013.

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

G. IMPERIAL VALLEY TRANSIT – IVT ACCESS, ADA Paratransit Services Contract Modification #1

It was requested that the ICTC Management Committee forward this item to the Commission for their review and approval, after receipt of public comment:
1. Authorized the Chairman to sign a modification #1 to the operating agreement with FIRST TRANSIT, INC. for the continued operation of IVT ACCESS contract effective December 1, 2012 with an annual not to exceed annual operating subsidy, with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:

   A. For the period July 1, 2012 through June 30, 2013, the annual not to exceed subsidy is set at $1,213,300.
   B. For the period July 1, 2013 through June 30, 2014, the annual not to exceed subsidy is set at $1,355,577.
   C. For the period July 1, 2014 through June 30, 2015 the annual not to exceed subsidy is set at $1,396,734.
   D. For the period July 1, 2015 through June 30, 2016, the annual not to exceed subsidy is set at $1,439,060.

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

H. State Route 86 Relinquishment Opportunity and Proposed State Legislation

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

   1. Recommended support to proceed with the pursuit of the proposed State Route 86 relinquishment Bill through the state legislature.

   A motion was made by Best, seconded by Duran, Motion carried unanimously.

VII. NEXT MEETING DATE AND PLACE

   The next meeting of the Management Committee will be held tentatively on December 5, 2012 at the County of Imperial, El Centro, CA.

VIII. ADJOURNMENT

   A. Meeting adjourned at 12:46 p.m.
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 November 14, 2012 together with staff reports and related documents attached thereto and incorporated therein by reference.

I. CALL TO ORDER AND ROLL CALL

Acting Chair Gran called the Commission meeting to order at 6:05 p.m. Roll call was taken.

II. EMERGENCY ITEMS

A. There were none. However, Mr. Baza requested that Item D be pulled from the Action Calendar. A motion was made by Renison and seconded by Ritchie, Motion carried unanimously.

II. CLOSED SESSION

A. Convened to Closed Session at 6:05 p.m.

Government Code section 54957.6 Conference with Labor Negotiator; ICTC Labor Negotiator: Executive Director; relating to the following unrepresented employees:

Senior Transit Planner/Program Manager
Transit Planner
Regional Transportation Planner
Executive Assistant/Secretary to the Commission
Office Assistant

B. There were no Actions taken during Closed Session
III. PUBLIC COMMENTS

A. There were none.

IV. APPROVAL OF CONSENT CALENDAR

A motion was made by Hodge and seconded by Renison to approve the consent calendar; Motion carried with one abstention by the City of El Centro.

A. Approved ICTC Board Minutes for September 26, 2012

B. Received and filed:
   1. ICTC Management Committee Draft Minutes for November 7, 2012
   2. ICTC TAC Draft Minutes for September 27, 2012
   3. ICTC SSTAC Minutes for October 3, 2012
   4. ICTC SSTAC Draft Minutes for November 7, 2012

C. FY 2012-13 Appointment of the Social Services Transportation Advisory Council (SSTAC)

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission their review and approval, after public comment if any:

1. Appointed the Social Services Transportation Advisory Council (SSTAC) for FY 2012-13 for the positions and terms per the enclosure.

D. LTF (SB821), Article 3, Bicycle and Pedestrian Project Distribution List, Fiscal Year 2012-13

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for their review and approval, after public comment if any:

2. Authorized the claimant agencies to file Article 3 claims for the approved amount

V. REPORTS

A. ICTC Executive Director

Mr. Baza had the following announcements:
- EPA Sanctions update – The APCD Board approved the rule adjustments to the satisfaction of the EPA on October 16, 2012. The California Air Resources Board (CARB) has also approved the changes and will be forwarded to the EPA where a notice will be published on the federal registrar. Assuming everything goes as planned a stay of the sanctions will be achieved by January/February 2013.
- The 10 new Gilligs have arrived at IVT. Final prep and licensing will be completed within the next few days.
- A presentation to the Calexico City Council was made by ICTC staff regarding existing transit services and some of the challenges Imperial Valley transit has been experiencing. Mr. Baza made ICTC staff available to all agencies for a similar presentation.
- Staff is still in communications with YCIPTA and the Quechan Tribe to finalize an MOU between all 3 agencies for transit services between El Centro and Winterhaven.
B. Southern California Association of Governments (SCAG)

Mr. Oliva had the following announcements:
- SCAG will be cancelling all their policy committees and in lieu will be having an Economic Summit at the Westin Bonaventure Hotel in Los Angeles on December 6, 2012.
- The SCAG Regional Council and General Assembly will be held on May 2-3, 2013.
- On Friday, November 16, 2012 SCAG will be sending staff to the SANDAG Borders Committee to present and discuss the Border Goods Movement Study conducted for the SCAG region. Mr. Baza will also be in attendance and be a co-presenter.

C. California Department of Transportation (Caltrans)

Mr. Figge had the following announcements:
- The Brawley Bypass Ribbon Cutting for Phase 3 on October 18th was a success.
- There will be bridge improvements conducted on North Hwy 111 that will require a 4 day road closure in early to mid-December.

D. Commission Member Report

- Ms. Nava-Froelich stated that the City of Calipatria will be holding their very first Citrus Festival on January 25th to 27th, 2013. There will be opportunities for sponsorships and vendors.
- The City of Calipatria will be having “Christmas in the Dark” on December 15, 2012 from 5 pm to 10pm at Radamacher Park located on North Park Ave. and Main St.
- The City of Calexico had a “Talent Extravaganza” and had a very good turn out that benefited the shop with a cop foundation. On November 29, 2012, the Calexico Christmas tree lighting event will take place.
- The 8th Annual Honey Festival in the City of Calipatria will be held on November 17, 2012.
- The City of Imperial will be having “Imperial Market Days” on November 20, 2012 and will be having the Christmas Light Parade on December 14, 2012 with Christmas in a Small Town the following morning.

VI. ACTION CALENDAR

A. Draft Revision to the Approved ICTC Personnel Policies and Procedures Manual

Mr. Baza presented this item in closed session. The recommended changes to the manual were addressed and the manual was revised to present those changes. Also added to the manual was the PTO sell/buy back policy.

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for your review and approval, after public comment if any:

1. Reviewed and approved the Draft Revision to the ICTC Policies and Procedures Manual to be presented to the Commission

A motion was made by Nava-Froelich and seconded by Hodge, Motion carried with 1 abstention from El Centro.

B. ICTC/ICERS Pensionable Determination for Current Members

Mr. Baza stated that the Imperial County Employees Retirement Board requested that ICTC provide a letter requesting that ICERS include “cash-out” Paid Time Off (PTO) time in the compensation earnable items that are available to current ICTC employees.
ICTC understands and acknowledges that the cash out of PTO prior to retirement and during the pensionable year used in the calculation of an ICTC employee pension allowance should be restricted to amount of time earned and paid out during the pensionable year.

Cash out will not exceed one the following requirements:
1. Employees with less than 15 years of service with ICTC would have a maximum of 120 hours of the cashed out PTO time included in compensation earnable.
2. Employees with 15 years or more of service with ICTC would have a maximum of 160 hours of the cashed out PTO time included in compensation earnable.

Additionally, ICTC implemented a “Sell Back” PTO policy for current members that is consistent with ICERS guidelines:
1. General members of ICTC are allowed to sell back an annual amount of PTO time understanding that as of this time, the amount that would be considered to be compensation earnable by ICERS would be restricted to a maximum 48 hours.
2. Management is allowed to sell back an annual amount of PTO time, of this time the amount that would be considered compensation earnable would be restricted to a maximum of 96 hours.

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for your review and approval, after public comment if any:

1. Approved the attached draft letter authorizing the Executive Director to send onto ICERS, requesting that cash out PTO be included in the compensation earnable for current members by authorized and submitted to ICERS for approval.

A motion was made by Renison and seconded by Hodge, Motion carried with 1 abstention from El Centro.

C. State Transportation Improvement Program (STIP) Transportation Enhancement (TE) Call for Projects for FY 2013-14 to FY 2015-16 – Project List Recommendation

Ms. Mendoza stated that ICTC staff was notified of the State Transportation Improvement Program’s (STIP) Transportation Enhancement (TE) funding and revenue estimates provided by the California Transportation Commission (CTC). Approximately $2.5 million may be available for our region over a three year period.

The Call for Projects for the available TE funds was conducted from August 1, 2012 through September 4, 2012. Nine (9) applications were received on September 4th. On September 10, 2012, a scoring committee meeting was held at ICTC offices to complete the review and ranking of all applications submitted. The review committee was comprised of staff from the following agencies: Caltrans, SCAG, ICTC, the County of Imperial; and, the cities of Brawley, Calipatria, El Centro, Holtville, and Imperial.

The evaluation and selection of projects was based on the program guidelines, scoring criteria and projected funds available. All applications were scored per the established criteria by each agency representative, all scores were recorded and the average scores were presented to complete the review and recommendations process for selection. As specified in the TE guidelines the 9 applications were first prioritized based on the
documentation related to potential project participation with the Conservation Corps. As stipulated in the program guidelines, all applicants must have solicited the participation of the Conservation Corps and provided documentation of the solicitation and response. The agency applications that submitted Conservation Corps documentation were given first priority. After the prioritized projects were selected then the remaining projects were selected based on the funds remaining and their respective rank in the scoring process. The attached project list summarizes the proposed distribution amounts and available funding.

On September 27, 2012, the TAC reviewed the project listing. The TAC’s recommendation is to proceed with the recommended 2012 TE Project List.

Mr. Hodge inquired as to when the Call was made and was concerned that Calexico did not submit any projects.

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for your review and approval, after public comment if any:

1. Approved the 2012 TE Call for Project List for FY 2013-14 to FY 2015-16, for a total of $2.522 million.
2. Directed staff to submit a Formal Amendment No. 13-03 to the 2013 FTIP.

A motion was made by Renison and seconded by Ritchie, Motion carried unanimously.

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

This item was pulled from the agenda.

E. Public Transportation Modernization, Improvement and Services Enhancement Account (PTMISEA) Expenditure Plan Update and Bus Procurement Allocation Requests FY 2012-13

Mr. Salgado stated that PTMISEA is a program created by SB 1266, the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Prop 1B). Of the $19.925 billion available to Transportation, PTMISEA is expected to be comprised of $3.6 billion dollars available to transit operators over a ten-year period Statewide.

Funds are to be used for Public Transportation Modernization, Improvement and Service Enhancements. The funding is to be distributed by formula, based on population and fare-box revenue, to transit operators for capital projects. The formula distribution will follow the existing State Transit Assistance program.

The previous PTMISEA requests were for approximately $754,290.00 in FY 2009-10 for additional funding available under the PTMISEA program for construction of the City of Brawley and City of Imperial transit transfer terminals.

ICTC Staff recommend submitting a revised expenditure plan and applications on behalf of the ICTC in the amount of $3,332,677 in FY 2012-13. There are two applications for funding for regional public transit service vehicle purchases by the ICTC. ICTC staff proposes to purchase six (6) new 40ft. low floor Gillig transit buses and nine (9) new 25ft. cutaway buses to be used on the regional transit service, Imperial Valley Transit.

The first allocation request is for the amount of $2.4 million dollars for the procurement of the six (6) 40ft. Gillig buses. The Gillig buses will be used on the current Imperial
Valley Transit fixed route service to phase out five (5) 1988-89 40ft. buses retained after an initial transit bus replacement, completed this summer. The five (5) buses retained are almost 25 years old and should be removed from service once the new buses are purchased.

The second allocation request is for the amount of $932,677 in FY 2012-13 for the purchase of nine (9) 25ft. cutaway buses. The cutaway buses are proposed to be used on fixed route bus services, including the new circulator routes to be implemented in the Cities of Brawley, Calexico, and Imperial. The combined dollar amount for the two revised allocation requests is for the amount of $3,332,677.

No local match is required and funding is dependent upon bond sales by the state.

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for your review and approval, after public comment if any:

1. Approved the submittal of a revised PTMISEA Expenditure Plan in the amount of $3,332,677 in FY 2012-13 and declare it as consistent with the regional transportation planning effort
2. Authorized the Executive Director to submit the PTMISEA Allocation Request in the amount of $2,400,000 for the purchase of six (6) 40ft. Low Floor Gillig Buses as an eligible project under the PTMISEA, and declare it as consistent with the regional transportation planning effort
3. Authorized the Executive Director to submit the PTMISEA Allocation Request in the amount of $932,677 for the purchase of nine (9) 25ft. cutaway buses as an eligible project under the PTMISEA, and declare it as consistent with the regional transportation planning effort
4. Authorized the ICTC Chairperson to sign the attached resolution

A motion was made by Renison and seconded by Ritchie, **Motion carried unanimously**.

F. Americans with Disabilities Act (ADA) Paratransit Services “No Show/Late Cancellation Policy and Appeals Process” – DRAFT

Mr. Salgado stated that an increase in reservations and passenger ridership beginning July 1, 2011 has helped to create a lack of seating capacity on the ADA Paratransit Services known as IVT ACCESS. In addition, the IVT ACCESS service has experienced an increase in “no shows” and “late cancellations”. This creates a negative affect whereby seats may be available, but cannot be utilized in the dispatch process.

A “no show” occurs when a certified rider fails to appear, fails to board the vehicle, and/or use his/her scheduled transportation within the standard 5 minute wait period a driver offers a passenger to board. A “late cancellation” occurs when a passenger fails to cancel the appointment for pick-up at least four (4) hours before the scheduled pick-up time.

ICTC staff has analyzed the operating data for the FY 2012. The data indicates that the number of no-shows is approximately 1,800. This represents an average of 8 trips per day. The large number of “no-shows” is creating a negative effect on the ability of IVT ACCESS to provide trips to its passengers.

In order to address this issue on the IVT ACCESS service, ICTC staff formed an Ad-Hoc committee to create a draft “no-show” and “late cancellation” policy and appeals process. There is currently no formal policy in place. It is the intention of this policy that implementation will encourage both current and future users to either take or cancel trips
they know will not be needed. Those reductions in “no shows” and “late cancellations” will allow access to the service for individuals who could utilize the canceled trip.

On October 24th, 2012, an ad-hoc committee composed of social service provider agency representatives who participate on the ICTC Social Services Technical Advisory Committee (SSTAC), met with ICTC staff and the operator of IVT ACCESS to create a draft policy. Attached is a Draft Policy for your review and consideration.

The Ad-hoc Committee would recommend approval of the policy. ICTC staff would also recommend the establishment of a grace period effective December 1st through December 31st, 2012 in order to promulgate the policy in English and Spanish, with an effective date of January 1, 2013.

The SSTAC reviewed the policy and appeals process on November 7th and forwards comments for consideration by ICTC staff and Commission.

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for your review and approval, after public comment if any:

1. Reviewed and approved the ICTC ADA Paratransit Services No Show/Late Cancellation Policy and Appeals Process.
2. Directed staff to promulgate the ADA Paratransit Services No Show/Late Cancellation Policy and Appeals Process in English and Spanish between December 1st and December 31, 2013.
3. Directed staff to implement the ADA Paratransit Services No Show/Late Cancellation Policy and Appeals Process effective January 1, 2013.

A motion was made by Nava and seconded by Renison, Motion carried unanimously.

G. IMPERIAL VALLEY TRANSIT – IVT ACCESS, ADA Paratransit Services Contract Modification #1

Ms. Williams stated that IVT - ACCESS, is the public paratransit bus service that operates in concert with the fixed route bus system. The service has been in existence since 1994 and is for persons with disabilities, who cannot utilize the fixed route bus system as per the Americans With Disabilities Act (ADA). The service is currently operated by First Transit, Inc. under contract with the ICTC.

After a competitive bid process in 2011, a new service contract was effective July 2011; smaller vehicles with more tie-downs spaces for wheelchairs were put into service. This increased the maneuverability, but decreased the response time for the vehicles due to additional time required to load and unload wheelchairs. In addition, dispatch software was introduced to increase efficiency, over the previous pencil and paper method of dispatching.

Features included in the new service contract, included the following:

- The continued use of lower emissions ultra-low sulfur diesel fuel
- A fuel escalator for diesel fuel prices that exceed $3.80 a gallon
- A 5% marketing allowance (to be developed annually based on available funding per year)
- Replacement of the eight (8) older paratransit buses with new paratransit buses
- In house low to medium echelon maintenance support services
- The continuation of the leased dedicated local facility to accommodate bus parking, office personnel, training and maintenance activities and future long term growth
• Creation of a web site for certification and eligibility information
• Introduction of the computerized dispatch software “Trapeze”
• Ten vehicle community service hours per month

A transition plan was developed for the continuation of the ADA Paratransit services previously provided by ARC – Imperial Valley. Per federal requirements, the new operator was required to review qualifications and offer employment to non-management employees of the incumbent operator. In addition, since the name of the existing service was not owned by the ICTC, a new service name, logo and website (ivtaccess.org) was created utilizing the name IVT ACCESS.

At the time of the contract transition in July 2011, it was well recognized that passengers daily utilized the service for dialysis and other acute medical conditions, as well, as attendance at specialized classes at IVC. As a result, ICTC staff directed First Transit to operate eight of the eight contracted buses to minimize confusion and the disruption of services for existing passengers. The plan was to scale back operations to the six contracted peak service buses, with two spares within a set time frame. The scaling back process took place in December 2011.

Simultaneously, ICTC staff noticed an immediate increase in the applications for the certification and eligibility process for IVT ACCESS. Previously there had been an average of 3 applications processed per week, for a total of 1,032 eligible passengers as of June 2011. Since July 2011 ICTC staff have processed approximately 520 applications through current day, averaging 10 applications per week for a total of 1,539 eligible passengers.

There appear to be numerous new passengers, some affiliated with schools and social service agencies that may or may not have been utilizing the IVT ACCESS services in previous years. There is now a waiting list, a denial list and a large demand for ADA paratransit service that cannot be met with existing resources. There have been 365 denials since July 1, 2012. IVT ACCESS and ICTC staff receive numerous complaints regarding the inability of certified passengers to schedule trips due to non-availability of seats, or capacity.

ICTC staff have met numerous times with First Transit staff, observed dispatch procedures and ridden IVT ACCESS vehicles. For the near term, ICTC staff are also working to identify potential efficiencies and other adjustments required for the current FY 2012-13 contract. One of the immediate recommendations is to introduce a formal “no show/late cancellations” policy. The second recommendation is to increase service hours by adding two paratransit buses with drivers during peak hours, and acquire a paratransit supervisory (non-management) position at First Transit. The fleet total would be 8 operational and 2 spares for a total of 10 paratransit buses.

The result of this contract modification request is to add approximately 4,032 service hours per year or an increase of approximately 30%. The contract modification effective date would be December 1, 2012 with service changes effective January 1, 2013. This increases the cost of the service by approximately 30%.

For the longer term, this significant new demand has been recognized for the strain it places on the contract and its resources. ICTC staff requested project funding for an ADA Demand Assessment and Growth Management study. The Commission approved this project in the FY 2012-13 Overall Work Program and Budget. The Request for Proposal is under development, but the final document with recommendations is not anticipated to be available until approximately March 2014.
contained in the study could provide further increases to the ADA paratransit services, or, the structure to reduce services.

Funding for this service is derived from the Transportation Development Act (TDA) Fund, the State Transit Assistance Fund (STA), as well as grants from the Federal Transit Administration (FTA). Funding is dedicated in the ICTC Transit Finance Plan (#7076001) and administered by the Regional Transit Administration Program (IVT – 7416001-531075).

In October staff were notified by the State Controllers offices of an increase in annual STA funding of approximately $155K. The STA funding is the most significant revenue offset for the cost of the ADA paratransit service. The net result of the modification’s cost increase is an additional amount of approximately $203K that would come from the operating reserves in the TDA fund.

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for your review and approval, after public comment if any:

1. Authorized the Chairman to sign a modification #1 to the operating agreement with FIRST TRANSIT, INC. for the continued operation of IVT ACCESS contract effective December 1, 2012 with an annual not to exceed annual operating subsidy, with an annual not to exceed up to 5% marketing allowance, with an annual fuel escalator clause:

   A. For the period July 1, 2012 through June 30, 2013, the annual not to exceed subsidy is set at $1,213,300.
   B. For the period July 1, 2013 through June 30, 2014, the annual not to exceed subsidy is set at $1,355,577.
   C. For the period July 1, 2014 through June 30, 2015 the annual not to exceed subsidy is set at $1,386,734.
   D. For the period July 1, 2015 through June 30, 2016, the annual not to exceed subsidy is set at $1,439,060.

A motion was made by Renison and seconded by Hodge, Motion carried unanimously.

H. State Route 86 Relinquishment Opportunity and Proposed State Legislation

Mr. Baza stated that the relinquishment of State Route 86 (SR-86) has been discussed as part of our long range transportation planning efforts and recent interest has been discussed and considered by the impacted local agencies (Cities of Brawley, El Centro, Imperial and the County of Imperial) and Caltrans. To allow for the potential relinquishment state legislation is required to give authority. The attached draft legislation has been developed through a series of meetings where review and input was provided by all impacted local agencies, Caltrans and the Imperial County Transportation Commission (ICTC) staff.

The goal of the draft Bill is to create an opportunity for relinquishment without binding any jurisdiction to accept relinquishment until agreed upon by all affected parties and to best serve the interests of our region. As you will see in the draft Bill there is also a provision that will retain the SR-86 designation as a future state route from SR-98 to SR-78/SR-86 using an alignment within the Forrester Road Corridor as described in our most recent 20-year Transportation Plan.

The ICTC Management Committee met on November 7, 2012 and forwarded this item to the Commission for your review and approval, after public comment if any:
1. Recommending support to proceed with the pursuit of the proposed State Route 86 relinquishment Bill through the state legislature.

A motion was made by Renison and seconded by Nava-Froelich. **Motion carried unanimously.**

**VII. NEXT MEETING DATE AND PLACE**

The next meeting of the Imperial County Transportation Commission will be held on **December 12, 2012 at 6:00 p.m.**, at the **County of Imperial Board Chambers**, at 940 W. Main Street, El Centro, CA.

**VIII. ADJOURNMENT**

Meeting adjourned at 7:40 p.m.
1. Chair Martinez called the meeting to order at 10:03 am. A quorum was present. Introductions were made.

2. Minutes adopted for November 7, 2012 (McNeer/Hack) **Motion Carried.**

3. ADA Paratransit Services No Show/Late Cancellation Policy and Appeals process.

   - Mr. Salgado gave thanks to Ms. Ramirez, Ms. Vizcarra, and Ms. Martinez for all the work done to complete the draft no show policy and appeals process. He indicated that the ADA Paratransit Services No Show/Late Cancellation Policy and Appeals process was approved by the Commission in November. The Policy will take effect on January 1, 2013, distribution of rider alert flyers have been issued to all affiliated agencies and riders. Rider alerts have been placed on IVT ACCESS buses as well.

   - Med-Express will also be implementing a No Show/Late Cancellation Policy. Looking to organize another 3 person group to assist with a No Show/Late Cancellation Policy for Med-Express. Volunteers Michelle Soto, Lorena Arambula, KC Kennedy will assist with the process.
Ms. Williams added that if Med-Express No Show/Late Cancellation Policy is brought to SSTAC in February and approved it would then go the Commission for approval during their March meeting. If approved by the Commission it would go to public outreach in April and in effect by July 1, 2013.

Ms. Williams made a motion to move up item 5 (CTSA reports) of the agenda before item 4 (FY 2013-14 UTN Priorities). *(Williams/Hack)* **Motion Carried**

4. CTSA Reports

Ms. Williams and Mr. Salgado had the following updates:

- Mr. Salgado stated that information has been released by Caltrans on the FTA 5310 grant process. Letters of support needed for ARC. Ms. Williams mentioned a local review committee is needed to score and rank applications. Ms. Leon volunteered to be part of the local review committee.

- Ms. Williams mentioned that information is available for Grant 5316 and Grant 5317 as well.

- Mr. Salgado has been visiting social services offices to speak about services on IVT/IVT ACCESS/DAR.

- Ms. Williams stated that the City of Calexico will be having a public hearing in regards to moving the current bus stop at 3rd and Paulin Ave. to 3rd and Heber Ave. Ms. Falomir stated that the City of Calexico is looking at January 8 or January 22, 2013 to have its public hearing on the 3rd and Paulin Ave. bus stop relocation.

- Ms. Williams notified SSTAC members that Marv Balin has taken another position with First Transit in Orange County. Dan McKeehan will be assisting as a temporary General Manager while a permanent General Manager is assigned. Interviews for the General Manager position will be held on Friday December 7, 2012.

- Ms. Williams stated that one consulting firm has been chosen which will be recommended to the Commission for approval to start on the project for the proposed IVT Gold, Red and Orange line circulators. Once the project starts there will be stakeholder meetings and bilingual public workshops conducted in the three communities.

- Ms. Williams stated that the Quechan Tribe and Yuma County Intergovernmental Public Transportation Authority (YCIPTA) MOU has been finalized. Turquoise Route will provide service three times a week twice a day (2 round trips).

5. FY 2013-14 Unmet Transit Needs Priorities

- Ms. Williams stated that two letters need to be created for the ICTC Unmet Transit Needs Hearing Panel.

- General discussion was made in regards to progress of items on Transit Needs Master List 2013-14.

- Ms. Ramirez would like to add a new item #12 Reduction of headways from Calexico to El Centro/El Centro to Calexico from 75 minutes to 35 minutes; to the FY 2013-2014 Master Needs List. *(Leon/Hack)* **Motion Carried**
- Ms. Ramirez made a motion to add item #11 IVT ACCESS Lack of Capacity throughout the Region to the FY 2013-14 ICTC Unmet Transit Needs Hearing Panel letter. (Leon/Hack) Motion Carried.

- Ms. Leon made a motion to add item #7 Expansion of Saturday service for IVT routes to the FY 2013-14 ICTC Unmet Transit Needs Hearing Panel letter. (Ramirez/Hack) Motion Carried.

- Ms. Ramirez made a motion to add item #8 Review of limited Sunday service for IVT routes to the FY 2013-14 ICTC Unmet Transit Needs Hearing Panel letter. (Leon/Hack) Motion Carried.

- Ms. Ramirez made a motion to add the Gold, Red, Orange line to priority #2 SSTAC would like to continue support for the El Centro Circulator concept which includes the Blue Line and Green Line, in FY 2012-13 ICTC Unmet Transit Needs Hearing Panel letter. (Leon/Hack) Motion Carried.

- Ms. Leon made a motion to add the cities of Imperial, Calexico and Brawley to priority #3 SSTAC would like to continue support for the completion of the construction for the transfer terminal at 7th and State Streets in the City of El Centro, in FY 2012-13 Unmet Transit Needs Hearing Panel letter. (Ramirez/Hack) Motion Carried.

- Ms. Leon made a motion to have two sections in FY 2013-14 Unmet Transit Needs Hearing Panel letter. First section to address all priority items and the second part address all continuing support items. (Williams/Hack) Motion Carried.

- Ms. Montes made a motion to add item #12 Reduction of headways from Calexico to El Centro/El Centro to Calexico from 75 minutes to 35 minutes; to the FY 2013-14 ICTC Unmet Transit Needs Hearing Panel letter. (Ramirez/Hack) Motion Carried.

- Ms. Nava made a motion to place item #12 Reduction of headways from Calexico to El Centro/El Centro to Calexico from 75 minutes to 35 minutes; as item #3 to the FY 2013-14 ICTC Unmet Transit Needs Hearing Panel letter. (Montes/Hack) Motion Carried.

FY 2013-14 ICTC Unmet Transit Needs Hearing Panel letter will address the following items.

- #11 IVT ACCESS Lack of Capacity throughout the Region.
- #7 Expansion of Saturday service for IVT routes
- #12 Reduction of headways from Calexico to El Centro/El Centro to Calexico from 75 minutes to 35 minutes
- #8 Review of limited Sunday service for IVT routes
- #10 Provide schedule information to bus shelters

6. Operator Reports

- Ms. Pacheco stated that the Brawley Dial-A-Ride is very busy and are looking into extending their service hours on Saturday. Ms. Pacheco stated that they have encountered some challenges with their lifts to accommodate wheelchair passengers. Ms. Williams suggested for Brawley Dial-A-Ride to contact CALTRANS for assistance on a replacement 5310 vehicle if available.
- Mr. McKeehan stated there have been no changes to the Calexico Dial-A-Ride.

- Ms. Martinez stated that El Centro Dial-A-Ride continues to be very busy nothing else to report.

- Imperial Dial-A-Ride is doing well nothing else to report.

- Mr. McKeehan stated that all new ten 40 ft. Gillig buses are in use. Shadow buses are being used in Calexico traveling to El Centro if needed. IVT provided free transportation service to about 15 homeless passengers attending the Homeless Task Force event. Some day in December there will be a free ride day for IVT/IVT ACCESS bus riders.

- Mr. Chatel stated that 2 additional buses have been assigned to IVT Access providing 16 hours of service. The No Show Policy will be in effect by January 1, 2013. In November 2,500 appointments were made and 190 were no shows, 120 canceled. Having the No Show Policy in place we can provide up to 300 bus rides.

- Ms. Martinez stated that Med-Express is very busy.

7. General Discussion

- Ms. Leon stated that the 8th Annual Sr. Appreciation Day is being held on January 30, 2013 at the National Guard Armory 310 S. 4th St. El Centro, CA 92243 from 10:00 a.m. to 2:00 p.m.

8. Adjournment

- Next meeting of the SSTAC will be on January 2, 2013.
- Meeting adjourned at 12:00 p.m.
VI. ACTION CALENDAR

A. YUMA AREA SERVICE CONNECTION MEMORANDUM OF UNDERSTANDING (MOU) – YCIPTA – QUECHAN – ICTC
December 7, 2012

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave Suite 1
El Centro, CA 92243

SUBJECT: Potential for New Public Transit Route – Yuma AZ, Winterhaven and El Centro, CA

Dear Committee Members:

ICTC staff entered into discussions, at the request of staff of the Quechan Tribe and the Yuma County Intergovernmental Public Transit Authority (YCIPTA), regarding the potential for a public transit route between Yuma AZ, the Winterhaven Ca. area, and El Centro, CA. Discussions have ensued over the an eight month period regarding operational issues including routing, scheduling, funding, access to bus stop locations and the continuation of travel once in El Centro on Imperial Valley Transit (IVT) for access to social service and commercial activities.

Staff of the three agencies developed a business plan which contains recommendations for routes, schedules, funding and other resources, and a Memorandum of Understanding (MOU). The project requires the Boards of the three agencies to approve and give final direction on implementation for services.

As a summary of the project, the Quechan tribe received a federal grant for transit operations. The Quechan tribe contacted the YCIPTA agency and ICTC regarding the potential for contracted transit services for travel by and between Yuma, Winterhaven and El Centro Ca. YCIPTA has developed a route proposal utilizing drivers and vehicles though its contractor, First Transit Inc. for its bus services, known as the Yuma County Area Transit (YCAT).

This demonstration route (YCAT-Turquoise #10) is proposed for a one year period from January 1, 2013 to December 31, 2013 and would be evaluated by YCIPTA, ICTC and Quechan Indian Tribe in September of 2013. The evaluation would determine its performance and provide recommendations to the respective governing Boards. This proposed route would replace the extension portion of Imperial Valley Transit (IVT) Route 3, between Holtville and Winterhaven, CA on Wednesdays. IVT Route 3 will continue to operate daily between Holtville to El Centro.

ICTC staff reviewed and provided comments and recommendations on the business plan, including but not limited to route and schedule design, vehicle emission requirements in California, identified opportunities for connections through Imperial Valley Transit (IVT) to other facilities and services in Imperial Valley, operational funding and performance standards.

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
The final business plan proposes twice daily roundtrips, three days a week minimum on a YCAT bus. It also recommends the discontinuance of the once a week, remote zone IVT trip from Holtville to Winterhaven operated on Wednesdays. The new YCAT route will offer travel opportunities that would then connect in El Centro to IVT inter city and intra city routes at 14th and State Streets. The price would be established at a $5.00 one way fare.

IVT has provided remote zone service to and from the Winterhaven area for many years via an extension of the Holtville to El Centro route, on Wednesdays. The ridership is steady at approximately 4 passengers per trip. Passengers typically access social and medical services available in the El Centro area. By leveraging the funds and resources from the Quechan Tribe and the YCIPTA agency, the new route would expand service to Eastern Imperial Valley residents from one to three days a week. In addition the IVT bus on the trip that currently travels to Winterhaven can return instead from Holtville to El Centro. This provides an additional trip for Holtville on Wednesdays.

ICTC has been requested to provide the annual incremental funding used for the Winterhaven portion of the IVT trip to the YCIPTA agency as a subsidy for this new service. This amount equals approximately $10,501.92 per year. ICTC would also receive performance data from YCIPTA in order to monitor the effectiveness and efficiency of the service.

Public meetings were held in the Quechan Tribal area as well as in Yuma to solicit public comment on this service change.

ICTC staff request that ICTC Management Committee forward this item to the ICTC Commission, for review and approval after the receipt of public comment:

1. Authorize the Chairperson to sign the Memorandum of Understanding (MOU) between the Yuma County Intergovernmental Public Transportation Authority(YCIPTA), The Imperial County Transportation Commission (ICTC) and the Quechan Indian Tribe for the implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California, effective January 3, 2013 through December 31, 2013 and provide a financial not to exceed subsidy to YCIPTA in an amount of $10,501.92.

Sincerely yours,

MARK BAZA
Executive Director

BY: Kathi Williams
Senior Transit Planner

MB/ksw/cl

Attachments (2)
# 3 West

**Holtville - El Centro**

**Monday - Friday**

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*OPERATES ON WEDNESDAY*

**DOES NOT OPERATE ON WEDNESDAY**

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# 3 West

**Holtville - El Centro**

Winterhaven only on Wednesdays

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[Map of Holtville - El Centro route]

**Legend**

- Regular Route
- Winterhaven Wednesdays Only
- Plaza Office
- City Hall
- Tomba

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15
Rider Alert

SERVICE BETWEEN EL CENTRO AND WINTERHAVEN TO BE OPERATED BY YUMA COUNTY AREA TRANSIT

Starting on Monday, January 7, 2013 – YCAT will operate the Turquoise Route 10 service between Paradise Casino, Yuma, AZ, Winterhaven and El Centro, CA. Two round trips will operate on Monday, Wednesday and Saturday. As a result, Imperial Valley Transit will discontinue Route 3 between Holtville & Winterhaven, CA on Wednesdays. The new fare is $5.00 one way.

There will be a new route, new schedule and direct service between Yuma, Az, Winterhaven, CA and downtown El Centro. Please pick up a new schedule for details on this new YCAT bus route or call for more information.

A partir del Lunes, 7 de enero del 2013 - YCAT operará la ruta 10 Turquoise servicio entre Paradise Casino, Yuma, AZ, Winterhaven y El Centro, CA. Dos veces al día de ida y vuelta operará los lunes, miércoles y sábados. Como resultado, Imperial Valley Transit suspender a la Ruta 3 entre Holtville y Winterhaven, CA, que esta programada los miércoles. La nueva tarifa es de cinco dólares una forma.

Habrá una ruta nueva, nuevo horario y el servicio directo entre Yuma, Az, Winterhaven, CA, y la ciudad El Centro, CA. Por favor recoja un nuevo calendario para más detalles sobre esta nueva ruta YCAT o llamar para más información.

FOR MORE INFORMATION PLEASE CALL:
(928) 783-2235
TDD/TTY: 711
www.ycat.az.gov
MEMORANDUM OF UNDERSTANDING BETWEEN THE YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY, IMPERIAL COUNTY TRANSPORTATION COMMISSION AND QUECHAN INDIAN TRIBE FOR THE IMPLEMENTATION AND OPERATION OF A REGIONAL CONNECTOR BUS SERVICE BETWEEN YUMA, ARIZONA, WINTERHAVEN, CALIFORNIA AND EL CENTRO, CALIFORNIA.

This Memorandum of Understanding, hereinafter “MOU” made and entered into this ______ day of _____, 2012 by and between Yuma County Intergovernmental Public Transportation Authority, a political subdivision of the State of Arizona, hereinafter “YCIPTA”, Imperial County Transportation Commission, a regional transportation planning agency and political subdivision of the State of California, hereinafter “ICTC” and Quechan Indian Tribe, hereinafter “QUECHAN.” “Party” or “Parties” shall mean the collective participants of this MOU, who agree as follows:

I. Recitals

A. YCIPTA is a public entity whose primary objective is providing public transportation and has its principal office at 2715 East 14th Street, Yuma, AZ 85365.

B. ICTC is a public entity whose primary objective is regional transportation planning including providing public transit services and has its principal office located at 1405 N. Imperial Avenue, Suite 1, El Centro, CA 92243.

C. QUECHAN is a federally recognized Indian Tribe whose primary objective is to provide funding for the provision of public transportation services to its tribal members and has its principal offices at 350 Picacho Road, Winterhaven, CA 92283.

D. ICTC has operated bus service from El Centro through Holtville to Winterhaven since 1989 as part of the Imperial Valley Transit (IVT) service; and

E. Studies conducted by the Southern California Association of Governments (SCAG) and QUECHAN made recommendations to implement an improved level of transit service between Winterhaven and El Centro, CA; and

F. QUECHAN has proposed a three way partnership with ICTC and YCIPTA to implement new transit service between Winterhaven and El Centro, CA (“Service”) with YCIPTA as the operator of the service and QUECHAN providing initial funding from a Tribal Transit Grant received in 2011; and

G. Upon implementation of the Service, ICTC will discontinue the portion of Route 3 service between Holtville and Winterhaven on Wednesdays and provide an equivalent amount of funding to YCIPTA for the new Service implemented for a one year demonstration period.
II. Scope of Services

A. General:

YCIPTA, in conjunction with ICTC and QUECHAN, has created an Operations and Implementation Plan which is titled “Regional Connector Yuma-Winterhaven-El Centro Operations and Implementation Business Plan” as attached hereto as Exhibit A. This business plan provides the framework for transit operations between Yuma and El Centro via Winterhaven.

YCIPTA will operate Turquoise Route 10 – Interstate 8/El Centro/Yuma using its own coach operators and equipment, in accordance with the schedule, route map, and bus stop list described in Exhibit A. Turquoise Route 10 operated by YCIPTA shall replace services operated by ICTC – IVT Route 3 between Holtville and Winterhaven, California each Wednesday.

B. Services Provided By YCIPTA:

1. YCIPTA shall serve as the lead agency and be the administrator of this MOU ensuring the timely and proper execution of all terms and conditions.

2. YCIPTA shall provide public transit vehicles equipped with wheelchair lifts/ramps that meet all requirements of the Americans with Disabilities Act and California Air Resources Board requirements and are clearly marked as YCAT/Yuma County Area Transit with United States Department of Transportation number and name of operator.

3. YCIPTA shall operate a transit bus service on (Turquoise) Route 10 – Interstate 8/El Centro/Yuma from approximately 8:15 a.m. to 4:30 p.m. with two round trips as specified in Exhibit A.

4. YCIPTA shall provide all supervisory staff necessary to ensure successful operations.

5. YCIPTA shall provide at its own cost and expense, emergency response services, including road call maintenance services and spare vehicles.

6. YCIPTA shall provide a detailed accounting with performance measures per the Transportation Development Act (TDA) as defined in Exhibit B. Reporting must be done within thirty (30) working days after the end of each month.

7. YCIPTA shall provide bus stop installation along the designated route, as outlined in Exhibit A within Yuma County and Imperial County and bus stop maintenance in Yuma County and Fort Yuma Indian Reservation.

8. YCIPTA shall provide bilingual customer services, including include telephone information service, in-person customer service information at YCIPTA transit facilities, inclusion of (Turquoise) Route 10 service on printed and published materials, posting of Turquoise Route 10 information and an IVT link on its website, and a process for accepting and investigating all complaints and suggestions related to the service.

9. All services shall comply with the Federal Transit Administration Section 5335 National Transit Database requirements.

10. YCIPTA will operate the Turquoise Route 10 – Interstate 8/El Centro/Yuma to the best of its ability, but the parties recognize that the bus trips may be off schedule due to traffic, detours, accidents, strikes, federal, State or locally declared disasters and other events beyond the control of YCIPTA.

YCIPTA/ICTC/QUECHAN MOU: Page 2
11. YCIPTA will not be liable for such off schedule trips or missed trips that are beyond the control of YCIPTA.

12. YCIPTA shall affix a placard sign in the right hand corner of the bus windshield designating that Turquoise Route 10 is operated by YCIPTA in cooperation with ICTC/Imperial Valley Transit and QUECHAN.

13. YCIPTA may utilize a third party contractor to operate the Turquoise Route 10 – Interstate 8/El Centro/Yuma. Utilization of a third party contractor shall not relieve YCIPTA of any responsibility or liability under this Agreement, or otherwise.

C. Services Provided By ICTC:

1. Coordination regarding bus stop placement with City of El Centro and Imperial County along the designated route, as outlined in Exhibit A.

2. Customer services which shall include telephone information service, in-person customer service information at ICTC transit facilities, inclusion of Turquoise Route 10 service on printed and published materials, posting of Turquoise Route 10 information and an YCIPTA link on its website, and its process for accepting and investigating all complaints and suggestions related to the service.

D. Services Provided by QUECHAN:

1. Bus stop installation along the designated route, as outlined in Exhibit A within Fort Yuma Indian Reservation.

2. Customer services which shall include telephone information service, in-person customer service information at QUECHAN designated facilities, inclusion of Turquoise Route 10 service on printed and published transportation related materials, posting of Turquoise Route 10 information, and its process for accepting and investigating all complaints and suggestions related to the service.

E. Services Provided By All Parties:

1. Representatives of each party to this MOU shall meet in person or by conference call at least quarterly, or as necessary to discuss the service, scheduling, routing, marketing, connections, fares and other issues related to the service, including actual costs of service and any necessary adjustments based on actual costs of service. Such meetings shall be held in the second month of the quarter to discuss issues related to the preceding full quarter and any issue that may affect the service in the future. YCIPTA will coordinate the scheduling of such meetings and will convene the meetings at a location as convenient as possible for the parties. The representatives of the agencies signing this MOU may modify the routing, schedule, fares and stops as long as each representative at the meeting provides written agency authorization for such modification. YCIPTA shall be responsible for the necessary public hearings in accordance with Federal Transit Administration ("FTA") requirements.
III. Compensation, Reporting and Performance Standards

A. Payments to YCIPTA

ICTC will pay YCIPTA a not to exceed annual subsidy amount of $10,501.92 to fund Turquoise Route 10 – Interstate 8/El Centro/Yuma Service, to be paid in two annual installments of $5,250.96 due within 30 days after receipt of invoice and supporting documentation from YCIPTA, as provided for in Paragraph II.A.6 and Exhibit B.

QUECHAN will pay YCIPTA a not to exceed annual subsidy of $37,497.29 to operate Turquoise Route 10 – Interstate 8/El Centro/Yuma Service, to be paid in monthly installments of $3,124.77 due within 30 days after receipt of invoice and supporting documentation from YCIPTA, as provided for in Paragraph II.A.6 and Exhibit B.

In no event shall QUECHAN be liable to YCIPTA for payments to be made by ICTC. In no event shall ICTC be liable to YCIPTA for payments to be made by QUECHAN.

In no event shall QUECHAN be liable to YCIPTA for payments that exceed $37,497.29. In no event shall ICTC be liable to YCIPTA for payments that exceed $10,501.92.

B. Fare Revenue

YCIPTA shall retain all fare revenue collected and shall reserve the right to establish the fare policy for this service in coordination with ICTC and QUECHAN. YCIPTA must maintain a farebox ratio in accordance with the TDA.

C. Ridership Reports

YCIPTA will report Turquoise Route 10 – Interstate 8/El Centro/Yuma Service performance measure figures to ICTC and QUECHAN on a monthly basis.

D. Quarterly Surveys

In consultation with the other parties to this MOU, YCIPTA will conduct quarterly surveys or use other means agreed to by the parties to determine the ridership levels and revenues by service increment of the Turquoise Route 10 – Interstate 8/El Centro/Yuma Service.

E. Performance Standards

Due to the use of Transportation Development Act (TDA) funds provided by ICTC, this route would be subject to the performance standards as defined in Exhibit A and shall be evaluated by ICTC to ensure the cost effectiveness of the route. YCIPTA shall provide monthly reports to ICTC and QUECHAN tracking the performance standards as defined in Exhibit A.
IV. Fares and Passes

The parties to the MOU agree that the initial one-way regular cash fare for the Turquoise Route 10-Interstate 8/El Centro/Yuma Service is defined in Exhibit A.

Any subsequent changes in the fares for this service are within the sole jurisdiction of YCIPTA. However, YCIPTA shall solicit input from ITC and QUECHAN prior to the implementation of any fare adjustment.

There will be no reciprocal transfer agreement between ITC and YCIPTA services. YCIPTA shall inform passengers transferring to IVT services that full fare is required on their routes for travel within Imperial County. ITC shall inform passengers transferring to YCAT services that full fare is required on Turquoise Route 10 for travel to Winterhaven, CA or Yuma County, AZ.

V. Publicity and Marketing

YCIPTA shall conduct a marketing/information dissemination program, including the production of a brochure containing a timetable, designed to increase public awareness of the route and to stimulate ridership. ITC and QUECHAN shall coordinate with YCIPTA regarding the marketing of this route.

Each party to the MOU agrees to submit to the other parties to the MOU any and all advertising, sales promotion, and other publicity matter relating to the Turquoise Route 10 – Interstate 8/El Centro/Yuma wherein the parties to the MOU names’ are mentioned or language used from which the connection of the parties to the MOU names therewith may, within reason, be inferred or implied. Each party to the MOU further agrees not to publish or use any such advertising, sales promotion, or publicity matter relating to Turquoise Route 10 – Interstate 8/El Centro/Yuma without the prior written consent of the other affected parties to the MOU.

VI. Hold Harmless Agreement

YCIPTA, ITC, and QUECHAN (Indemnitors) each hereby indemnify and hold the other parties, including the other parties’ respective members, agents, representatives, principals, employees, officers and directors (Indemnitees), harmless from and against any loss, damage or expense including, without limitation, reasonable attorney’s fees, incurred or suffered by or threatened against an Indemnitee in connection with or as a result of any claim for death, personal injury or property damage brought by or on behalf of any third party person, firm or corporation arising from or committed in the course of performing an Indemnitor’s obligations under this Agreement, but only to the extent such claim arises from or is caused by any act or omission of an Indemnitor party, and only to the extent such claim is not the result of any act or omission of such Indemnitee.

VII. Term and Termination

A. The term of this MOU is for one (1) year starting January 1, 2013 continuing until December 31, 2013. This MOU may be extended through June 30, 2014 upon mutual agreement of the parties. Such extension shall be determined and approved by October 1, 2013.
B. Notwithstanding the provisions of this section the parties may agree in writing to extend this Agreement, for additional periods of time.

C. Any party may terminate their participation in this MOU for any reason or no reason upon 90 days written notification to the other parties to this MOU.

D. In the event of termination of participation by a party, the rights and obligations of the terminating party, which by their nature survive termination of the services covered by this Agreement, shall remain in full force and effect after termination. Notwithstanding the above, the monthly payment obligation due as of the effective date of termination under Section III.A of this MOU shall not survive termination. Compensation and revenues due from one party to the other under this Agreement shall be paid; loaned equipment and materials shall be returned to their respective owners; and the hold harmless agreements contained in Section VI shall remain in full force and effect.

E. The parties acknowledge that this MOU is subject to cancellation pursuant to Arizona Revised Statutes (ARS) §38-511. The parties agree that ICTC shall enjoy the same rights to terminate this MOU as YCIPITA enjoys under ARS §38-511.

F. Upon termination, YCIPITA will send a final invoice within 30 days. ICTC and QUECHAN shall remit final payment in full within 30 working days of the date of invoice.

VIII. General Provisions

A. Independent Contractor

No relationship of employer and employee is created by this MOU.

In the performance of its work and duties, YCIPITA is at all times acting and performing as a public entity providing public transportation services. The other parties to this MOU shall neither have nor exercise control or direction over the methods by which YCIPITA performs the services pursuant to this MOU; provided, however, that YCIPITA agrees that all work performed pursuant to this MOU shall be in strict accordance with currently approved methods and practices in its profession, the State of California and the Federal Transit Administration.

The sole interest of the parties to this MOU is to insure that such services are performed and rendered in a competent and cost-effective manner and in accordance with this MOU.

B. Federal, State and Local Laws

The parties to this MOU warrant that in the performance of this MOU, each party shall comply with all applicable Federal, State and local laws and ordinances and all lawful orders, rules and regulations thereunder.
This MOU is subject to a financial assistance contract between the parties and the United States of America (hereinafter “Federal Government”), acting through the Department of Transportation (hereinafter “USDOT”), Federal Transit Administration (hereinafter “FTA”) and California Department of Transportation (hereinafter “Caltrans”). The parties shall at all times comply with all applicable FTA regulations, policies, procedures and directives including without limitation those listed directly or by reference in the procedures and directives including without limitation those listed directly or by reference in the FTA Master Agreement between the parties and FTA and Caltrans, as amended, and are incorporated herein by this reference. YCIPTA shall comply with these FTA requirements and as they may be amended or promulgated from time to time during the term of this Agreement. The parties shall not perform any act, fail to perform any act, or refuse to comply with any of the parties’ directives, which would cause the parties to be in violation of the FTA and/or Caltrans terms and conditions. The parties’ failure to comply with these FTA requirements and the parties directives shall constitute a material breach of this MOU. Federal Regulations are available at http://www.fta.dot.gov/documents/17-Master.pdf

C. No Conflict of Interest

Each party to this MOU represents that it currently has no interest, and shall not have any interest, direct and indirect, that would conflict in any manner with the performance of services required under this MOU.

D. Time of the Essence

Time is of the essence in this MOU.

E. Consent to Breach Not Waiver

No term or provision hereof shall be deemed waived and no breach excused, unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. Any consent by any party to, or waiver of, a breach by the other, whether express or implied, shall not constitute a consent to, waiver of, or excuse for any other different or subsequent breach.

F. Non-Assignment

No party to this MOU shall encumber, assign or otherwise transfer this MOU or any right or any interest in this MOU without prior express written consent of each of the parties. A consent to one assignment shall not be deemed to be a consent to any subsequent assignment. Any encumbrance, assignment or transfer or assignment of interest in this MOU without prior written permission or consent of the parties, whether it be voluntary or involuntary by operation of law or otherwise, is void and shall be just cause at the option of each party to terminate this MOU.

G. Force Majeure

This Agreement may be suspended upon the written notification of one party to the other when causes beyond the control and without the fault or negligence of the party giving the notice irrevocably disrupt or render impossible that party's performance of this Agreement.

YCIPTA/ICTC/QUECHAN MOU: Page 7
H. Audit and Records

Each party to this Agreement shall maintain books, accounts, records and data related to this Agreement in accordance with applicable federal and/or state requirements and shall maintain those books, accounts, records and data for five (5) years after the termination of this Agreement. For the duration of the Agreement and for a period of five (5) years thereafter, either party's representatives and representatives of the United States Department of Transportation, the Comptroller General of the United States and the Auditor General of the State of California shall have the right to examine these books, accounts, records, data and other information relevant to this Agreement for the purpose of auditing and verifying statements, invoices, bills and revenues pursuant to this Agreement.

I. Notices

All notices under this MOU shall be deemed duly given upon delivery, if delivered by hand, emailed; or three days after posting, if sent by registered mail, return receipt requested; to a party hereto at the address set forth herein or to such other address as a party may designate by notice pursuant hereto:

If to YCIPTA: YCIPTA Transit Director 2715 East 14th Street Yuma, Arizona 85365 Tel: (928) 539-7076, ext 237 Fax: (928) 783-0309 Email: jandoh@ycipta.az.gov

If to ICTC: Senior Transit Planner 1405 N. Imperial Ave., Suite 1 El Centro, CA 92243 Tel: (760) 592-4494 Fax (760) 592-4497 Email: kathiwilliams@imperialctc.org

If to QUECHAN: President P.O. Box 1899 Yuma, AZ 85366-1899 Tel: (760) 572-0213 Fax: (760) 572-2102 Email: b.golding@quechantribe.com

J. Amendment

This MOU may be amended at any time by mutual agreement of the parties, but any such amendment must be in writing, dated, signed by duly authorized representatives of each party to the MOU and attached hereto.
K. Entire MOU

This MOU, together with all subordinate and other documents incorporated by reference herein, constitutes the entire agreement between the parties with respect to the subject matter contained herein and may only be modified by an amendment executed in writing by both parties hereto. All prior agreements, representations, statements, negotiations, understandings and undertakings are superseded hereby.

L. Authority

Each party has full power and authority to enter into and perform this MOU, and the person signing this MOU on behalf of each has been property authorized and empowered to enter into this MOU. Each party further acknowledges that it has read this MOU, understands it, and agrees to be bound by it.

M. Dispute Resolution

If a dispute arises between the parties regarding the interpretation or enforcement of this Agreement, the parties agree to work together in good faith to resolve such dispute. If the parties mutually agree, claims, disputes or other matters in question may be submitted for arbitration according to the Arizona Uniform Rules of Procedure for Arbitration. Requests for arbitration must be filed in writing with the other party to this Agreement.

N. Governing Law

The laws of the State of Arizona govern this Agreement as to validity, interpretation, and performance.

O. Venue

The parties must institute and maintain any legal actions or other judicial proceedings arising from this Agreement in a Superior Court of Yuma County, Arizona.

P. Severability

If any provision of this Agreement is held invalid the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall be in full force and effect.

Q. Attorney's Fees

If either party brings an action or proceeding for failure to observe any of the terms or provisions of this Agreement the prevailing party is entitled to reasonable attorney fees and costs as determined by the court.

----SIGNATURES ON THE NEXT PAGE----
IN WITNESS WHEREOF, the Parties hereto have executed this Memorandum of Understanding this ____ day of _______________, 2012.

YUMA COUNTY INTERGOVERNMENTAL PUBLIC TRANSPORTATION AUTHORITY

By: ____________________________
    John Andoh, Transit Director

ATTEST:

By: ____________________________
    Carol Perez, Administrative Assistant

APPROVED AS TO FORM:

By: ____________________________
    Wayne Benesch, YCIPTA Legal Counsel

IMPERIAL COUNTY TRANSPORTATION COMMISSION

By: ____________________________
    Chairperson, Imperial County Transportation Commission

ATTEST:

By: ____________________________
    Cristi Lerma, Secretary to the Commission

APPROVED AS TO FORM:

By: ____________________________
    Geoffrey P. Holbrook, Senior Deputy County Counsel

QUECHAN INDIAN TRIBE

By: ____________________________
    Keeny Escalanti, Sr., President

APPROVED AS TO FORM:

By: ____________________________
    Tribal Attorney

YCIPTA/ICTC/QUECHAN MOU: Page 10

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Attachments:

- Exhibit A: Regional Connector Yuma-Winterhaven-El Centro Operations and Implementation Business Plan
- Exhibit B: Monthly Report Format
Regional Connector
Yuma-Winterhaven-El Centro
Operations and Implementation Business Plan

Connecting
Yuma, AZ to El Centro, CA

Presented by:
Yuma County Intergovernmental Public Transportation Authority
October 2012
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Statement of Purpose and Need

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Roles and Responsibilities

**Section 3**
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**Section 5**
Additional Details of Operating Plan

**Exhibits**
A. Schedules Effective January 7, 2013  
B. CARB Compliance  
C. Route Map Effective January 7, 2013
Section 1

Overview of Proposed Route
The proposed demonstrator fixed route service would operate from Yuma starting at Paradise Casino to El Centro, California via Winterhaven and Quechan Casino Resort. One bus would operate two round trips orientating in Yuma between the hours of 8:15 am to 10:43 am, and from 2:05 pm to 4:43 pm on weekdays and on Saturday, one bus would operate two round trips orientating in Yuma between the hours of 10:05 am to 12:33 pm, and from 2:05 pm to 4:43 pm. There are three scenarios presented for consideration, a low scenario with three operating days (Monday, Wednesday and Saturday), a medium scenario with four operating days (Monday, Wednesday, Thursday and Saturday) and a high scenario with six operating days (Monday through Saturday). The Yuma County Intergovernmental Public Transportation Authority (YCIPTA) will oversee and operate this proposed demonstrator route in conjunction with the Quechan Indian Tribe and Imperial County Transportation Commission (ICTC).

Under the California Transportation Development Act (TDA), a new route implemented could be exempt from the farebox recovery ratio requirements or other performance measures for three years. This demonstrator route is proposed for a one year period from January 1, 2013 to December 31, 2013 and would be evaluated by YCIPTA, ICTC and Quechan Indian Tribe in September of 2013 to determine its performance and provide recommendations to the respective governing boards.

This proposed route would replace Imperial Valley Transit (IVT) Route 3 between Holtville and Winterhaven, CA on Wednesdays. Route 3 will continue to operate west of Holtville to El Centro.

Purpose and Need
The purpose of the proposed route is to increase the number of trips between the Fort Yuma Indian Reservation and Winterhaven communities and key destinations in El Centro for medical, personal business, and shopping trips. The route could be used by Tribal program staff to arrange travel for clients to El Centro, as well as the general public.

Regional and local travel needs were identified. Regional travel needs include:

- Access to California State and Imperial County agencies and services in El Centro (DMV, courts, Imperial County Public Health Department, Imperial County Department of Social Services).
- Access to medical care in El Centro (health specialists, El Centro Regional Medical Center, Pioneer Memorial Hospital).
- Access to medical care in San Diego, Phoenix (Phoenix Indian Medical Center), and Tucson.

Two studies were completed to assess the potential demand for improved service; Winterhaven Quechan Reservation Rural Connector Report (October 2007) and the Quechan – Tribal Transit Planning, Service Strategies Report (July 2011) and a
recommendation was derived from these two studies to provide a lifeline service connecting the Fort Yuma Indian Reservation with El Centro to provide additional access for the eastern portion of Imperial County with the County Seat as the present IVT Route 3 is not necessary conducive for regional travel.
Section 2
Roles and Responsibilities

Yuma County Intergovernmental Public Transportation Authority (YCIPTA) -
Operating and Contract Authority and Oversight: YCIPTA will use its present transit
operations contractor (First Transit, Inc) to operate this service as the Turquoise Route
10 – Interstate 8/EI Centro/Yuma.

YCIPTA will administer the operating contract; provide the legal operating authority for
this transit service as well as umbrella operating insurance through its operations
contractor. YCIPTA will receive monthly reports on project operations and program
results, as prepared by the operations contractor. YCIPTA shall designate its Transit
Director as the Project Liaison, which would be the primary contact with the operations
contractor, Quechan Indian Tribe and ICTC.

YCIPTA Project Liaison - Planning, Contract Management and Marketing: YCIPTA
Project Liaison shall conduct daily interactions with the operations contractor, ensuring
compliance with all contract terms and conditions, receipt and review of all reports
required by the operations contractor, and the coordination of all marketing and
promotional programs designed and implemented to support the route. The Project
Liaison will ensure the development and implementation of all programs so that
employers, YCIPTA, the contractor, and other partners work together to maximize
ridership and the overall effectiveness of the route.

The YCIPTA Project Liaison shall be responsible for the review and payment of monthly
subsidy statements provided by the operations contractor.

Imperial County Transportation Commission (ICTC) – Supporting Role:
ICTC will provide a supporting role related to this route, including providing
recommendations to YCIPTA through technical and policy levels, marketing the service
in Imperial County and contributing up to $10,501.92** of Transportation Development
Act (TDA) Article 8 (c) funds for a one year demonstration period to support this route.

Quechan Indian Tribe – Supporting Role:
Quechan Indian Tribe will provide a supporting role related to this route, including
providing recommendations to YCIPTA through technical and policy levels, marketing
the route on the Fort Yuma Indian Reservation and contributing up to $37,849 each
year of Federal Transit Administration Section 5311 (c) funds for a one year period to
support this route.

**ICTC contribution would change based on low, medium or high scenarios of service operated and is to be approved
the ICTC Board.
Section 3
Overview of Operating Plan

Route Plans
The transit service will cover one route, between Yuma, Arizona, Winterhaven, CA and El Centro via Interstate 8. The route will be known as Turquoise Route 10 – Interstate 8/El Centro/Yuma. The color of the route would be subject to approval by the Quechan Indian Tribe. The route would be branded as Yuma County Area Transit (YCAT) route.

The proposed route and proposed bus stops are subject to concurrence by the City of El Centro, Imperial County and ICTC. YCIPTA staff would work with the staff from those agencies regarding the selection of the permanent route and approval to place an YCAT sign at the existing IVT bus stops in their area of jurisdiction.

Bus stops in the City of Yuma and Fort Yuma Indian Reservation would be coordinated through YCIPTA existing encroachment permits for bus stops that are already placed in those jurisdictions.

All bus stops are approved IVT bus stops in use today and the proposed route uses existing roadways already served by IVT routes in operation today.

IVT shall have priority use of its bus stops within the El Centro-Calexico Urbanized Area that YCAT would also serve and if a conflict arises where two buses arrive at the bus stop at the same time, IVT use of bus stop shall take priority.

Exhibit D includes a proposed route map. Proposed transit stops are as follows:

Yuma to El Centro (Westbound)
Paradise Casino, Fort Yuma Indian Reservation, AZ
Quechan Road @ Indian Hill Road, Fort Yuma Indian Reservation, AZ
3rd Street @ Gila Street (Downtown Yuma Transit Center), Yuma, AZ
1st Street @ 1st Avenue, Yuma, AZ
4th Avenue @ 1st Street, Yuma, AZ
4th Avenue @ Quartermaster Depot, Yuma, AZ
4th Avenue @ Railroad Avenue (Hub Liquor), Winterhaven, CA
4th Avenue @ Jimbo’s Towing, Winterhaven, CA
Quechan Casino Resort, Winterhaven, CA
South Entrance Road @ SR 186 (walkway to Algodones), Winterhaven, CA
Imperial Avenue @ Pepper Street (El Centro Regional Medical Center), El Centro, CA
State Street @ 14th Street, El Centro, CA

El Centro to Yuma (Eastbound)
State Street @ 14th Street, El Centro, CA
State Street @ 8th Street, El Centro, CA
State Street @ 5th Street (Library), El Centro, CA
4th Street @ Brighton Avenue, El Centro, CA
4th Street @ Wensley Avenue, El Centro, CA
4th Street @ Aurora Drive, El Centro, CA
Quechan Casino Resort, Winterhaven, CA
South Entrance Road @ SR 186 (walkway to Algodones), Winterhaven, CA
4th Avenue @ Sans End Mobile Home Park, Winterhaven, CA
4th Avenue @ 2nd Avenue (Advance Cash), Winterhaven, CA
1st Street @ 4th Avenue, Yuma, AZ
1st Street @ 1st Avenue, Yuma, AZ
1st Street @ Main Street, Yuma, AZ
3rd Street @ Gila Street (Downtown Yuma Transit Center), Yuma, AZ
Paradise Casino, Fort Yuma Indian Reservation, AZ

The route would travel 63.9 miles one way between Yuma, Arizona and El Centro, California.

Service Hours
Service hours will be between the hours of 8:15 am to 10:43 am, and from 2:05 pm to 4:43 pm on weekdays and on Saturday, one bus would operate two round trips orientating in Yuma between the hours of 10:05 am to 12:33 pm, and from 2:05 pm to 4:43 pm. During the Daylight Standard Time, there are slight modifications to the schedule. There are three scenarios presented for consideration, a low scenario with three operating days (Monday, Wednesday and Saturday), a medium scenario with four operating days (Monday, Wednesday, Thursday and Saturday) and a high scenario with six operating days (Monday through Saturday), excluding all major holidays observed by YCIPTA. These holidays are: New Years Day, Dr. Martin Luther King Jr. Day, Presidents Day, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day & Christmas Day. One bus will operate on the entire route, operating a total of two round trips orientating in Yuma, Arizona.

In the low scenario, a total of 773.76 revenue vehicle service hours would operate annually.

In the medium scenario, a total of 1,031.68 revenue vehicle service hours would operate annually.

In the high scenario, a total of 1,507.84 revenue vehicle service hours would operate annually.
## Fares – Effective January 9, 2012

<table>
<thead>
<tr>
<th>Description</th>
<th>Basic</th>
<th>Discount</th>
<th>Express</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Ages 19-64 years old</td>
<td>Seniors age 65 &amp; older</td>
<td>Commuter routes for all fare categories</td>
</tr>
<tr>
<td></td>
<td>Youth ages 5-18 years old without school ID</td>
<td>Persons with Disabilities</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Medicare Card Holders</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>ADA Certified</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Student ages 5-18 years old with school ID</td>
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<tr>
<td>One Way</td>
<td>$2.00</td>
<td>$1.00</td>
<td>$5.00</td>
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<tr>
<td>One Way (Using Smart Card)</td>
<td>$1.75</td>
<td>75 cents</td>
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</tr>
<tr>
<td>Day YCATPass</td>
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<td>$2.50 (valued at 2.50 trips)</td>
<td>$12.50 (valued at 2.5 trips)</td>
</tr>
<tr>
<td>Day YCATPass (Using Smart Card)</td>
<td>$3.50 (valued at 1.75 trips)</td>
<td>$1.75 (valued at 1.75 trips)</td>
<td>$10.00 (valued at 2.5 trips)</td>
</tr>
<tr>
<td>10-Ride YCATPass (Use Smart Card)</td>
<td>$17.50 ($1.75 per ride)</td>
<td>$7.50 (75 cents per ride)</td>
<td>$45.00 (valued at $4.50 per ride)</td>
</tr>
<tr>
<td>31-Day YCATPass (Use Smart Card)</td>
<td>$60.00 ($1.50 per ride/20 days/2 trips each)</td>
<td>$30.00 (75 cents per ride/20 days/2 trips each)</td>
<td>$150.00 (valued at $3.75 per ride/20 days/2 trips each)</td>
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<tr>
<td>Express Fare Up-Charge</td>
<td>$2.25</td>
<td>$2.25</td>
<td>N/A</td>
</tr>
</tbody>
</table>

- No transfers – use Day YCATPass or pay one way fares.
- Cocopah Tribe members can ride free by showing their tribal ID card.
- AWC, UA and NAU students and employees can ride free by showing their student ID card with the current semester sticker.
- YPIC Charter High School and Aztec High School students and employees can ride free by showing their student or employee ID card with current semester sticker.
- Children under 5 ride free – up to four children. Fifth and more children pay discount fare.
- Smart Card Initial Fee - $2.00.
- Lost Smart Card Replacement Fee - $5.00.
- Yuma Sun newspaper on buses – 50 cents.
- Class Pass - $45.00 (Up to 5 adults and 40 students @ $1.00 per ride).
- This fare structure would be applicable on the evening NightCAT service from AWC/NAU/UA.

This fare structure would be competitive with the cost of gas, estimated to be approximately $25.00 per round trip (Google).
It is imperative that a fare structure to be established to ensure the maximum farebox recovery in compliance with the TDA. As part of the performance measures, ICTC would review the farebox recovery ratio to ensure compliance with TDA requirements as this route would be designated as an “urban” route.

**Ridership Forecasts**
While the two studies do not provide any ridership forecasts, YCIPTA staff projects that approximately 15 passenger trips per day may ride this route. This translates to approximately 4 passenger trips per round trip or two passenger trips per one way trip operated. As service awareness increases, it is anticipated that the route can have the potential of generating at least 35 to 50 passengers per day.

Based on data from ICTC in regard to fiscal year 2011-2012, year to date, the route presently carries approximately 3.75 passenger trips in the AM and 3.50 passenger trips in the PM on Wednesday.

In determining a forecast ridership number for the route, several factors should be considered. This includes reconciliation of boarding from Winterhaven on Route 3 and the use of the demographic information in the Winterhaven Quechan Reservation Rural Connector Report and data from public workshops held by the Quechan Indian Tribe.

**Revenue Forecasts**
Based on the projected ridership of 15 passenger trips per operating day for two (2) round trips and to take a conservative approach, the revenue forecast of $10,835 per year are assumed. Based on the one year demonstration period, ICTC has established a goal of an 18% farebox recovery ratio for this route.

The farebox recovery ratio requirement is based from the State of California Transportation Development Act (TDA) guidelines.

**Cost and Subsidy Projections**
For the purposes of funding, the contributed FTA funding amount from Quechan Indian Tribe, will be applied to the route and matched by TDA-Local Transportation Fund (LTF) article 8 (c) from ICTC. The total operating cost would vary be scenario and if YCIPTA uses a full allocated cost model or a marginal cost model. Since the FTA Section 5311 (c) funds from the tribal transit program do not require a local match, ICTC contribution is the same contribution that was previously used in the Route 3 extension from Holtville to Winterhaven, CA.

For cost and subsidy projections, see the charts below:

**Performance Standards**
Since ICTC would provide Transportation Development Act (TDA) article 8(c) as contribution to this new route, the following proposed performance standards would apply towards this route and YCIPTA would report these figures to ICTC and Quechan
Indian Tribe monthly. These reports may be reviewed by ICTC’s Social Services Transportation Advisory Council.

<table>
<thead>
<tr>
<th>Performance Measures and Statistics</th>
<th>3 Days</th>
<th>4 Days</th>
<th>6 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Turquoise Route 10</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interstate 8/Yuma</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>M-W-Sa</td>
<td>M-W-Th-Sa</td>
<td>M-Sa</td>
</tr>
<tr>
<td>Low</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Medium</td>
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<td></td>
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<tr>
<td>High</td>
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<tr>
<td>Fully Allocated Operating Cost</td>
<td>$60,198.63</td>
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<td>$117,309.95</td>
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<tr>
<td>Fare Revenue 18%</td>
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<td>$24,447.65</td>
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<td>Subsidy</td>
<td>$49,362.88</td>
<td>$65,817.05</td>
<td>$96,194.16</td>
</tr>
<tr>
<td>Subsidy Breakdown</td>
<td>$49,362.88</td>
<td>$65,817.05</td>
<td>$96,194.16</td>
</tr>
<tr>
<td>Quechan</td>
<td>$37,497.29</td>
<td>$37,497.29</td>
<td>$37,497.29</td>
</tr>
<tr>
<td>ICTC</td>
<td>$10,501.92</td>
<td>$10,501.92</td>
<td>$10,501.92</td>
</tr>
<tr>
<td>YCRIPTA</td>
<td>$1,363.67</td>
<td>$17,817.84</td>
<td>$48,194.95</td>
</tr>
<tr>
<td></td>
<td>$49,362.88</td>
<td>$65,817.05</td>
<td>$96,194.16</td>
</tr>
<tr>
<td>estimated total miles</td>
<td>42,993.6</td>
<td>57,324.8</td>
<td>83,782.4</td>
</tr>
<tr>
<td>estimated revenue miles</td>
<td>40,622.4</td>
<td>54,163.2</td>
<td>79,161.6</td>
</tr>
<tr>
<td>estimated deadhead miles</td>
<td>2,371.2</td>
<td>3,161.6</td>
<td>4,620.8</td>
</tr>
<tr>
<td>service days</td>
<td>156</td>
<td>208</td>
<td>304</td>
</tr>
<tr>
<td>estimated total hours</td>
<td>879.84</td>
<td>1,173.12</td>
<td>1,714.56</td>
</tr>
<tr>
<td>estimated revenue hours</td>
<td>773.76</td>
<td>1,031.68</td>
<td>1,507.84</td>
</tr>
<tr>
<td>estimated deadhead hours</td>
<td>106.08</td>
<td>141.44</td>
<td>206.72</td>
</tr>
<tr>
<td>employees</td>
<td>0.17</td>
<td>0.17</td>
<td>0.33</td>
</tr>
<tr>
<td>estimated passengers</td>
<td>2,340.0</td>
<td>3,120.0</td>
<td>4,560.0</td>
</tr>
<tr>
<td>estimated fare revenue</td>
<td>$10,835.75</td>
<td>$14,447.65</td>
<td>$21,115.79</td>
</tr>
<tr>
<td>pass/hour</td>
<td>3.0</td>
<td>3.0</td>
<td>3.0</td>
</tr>
<tr>
<td>pass/day</td>
<td>15.0</td>
<td>15.0</td>
<td>15.0</td>
</tr>
<tr>
<td>pass/mile</td>
<td>0.1</td>
<td>0.1</td>
<td>0.1</td>
</tr>
<tr>
<td>cost/pass</td>
<td>$25.73</td>
<td>$25.73</td>
<td>$25.73</td>
</tr>
<tr>
<td>sub/pass</td>
<td>$21.10</td>
<td>$21.10</td>
<td>$21.10</td>
</tr>
<tr>
<td>cost/mile</td>
<td>$1.48</td>
<td>$1.48</td>
<td>$1.48</td>
</tr>
<tr>
<td>cost/hour</td>
<td>$77.80</td>
<td>$77.80</td>
<td>$77.80</td>
</tr>
<tr>
<td>farebox ratio</td>
<td>18.0%</td>
<td>18.0%</td>
<td>18.0%</td>
</tr>
<tr>
<td>FTE (based on 2000 hrs)</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

If, during the demonstrator period, the farebox recovery ratio consistently remains below 18%, reasonable efforts will be made to modify the route to improve performance.

As necessary and required by the Federal Transit Administration (FTA), financial and non-financial data shall be collected and reported to the National Transit Database. YCRIPTA would report miles both in the Yuma UZA and El Centro-Calexico UZA.
A reevaluation of this route would take place in September 2013 to determine its future performance and provide recommendations regarding the route future to the governing boards of YCIPTA, ICTC and Quechan Indian Tribe.

Per TDA requirements, a claimant (ICTC) may receive exemptions from the various ratio requirements for services provided to new areas or along new routes. The exemptions apply until the end of the second full fiscal year of operation. If a claimant fails to meet a required ratio for a fiscal year, its TDA funding level will be reduced by the amount of required revenues that was not maintained. There is an exception if it is the first time that the claimant has ever failed to meet the required ratio.

**Fiscal Audits and Triennial Performance Audits**

Though ICTC payment of TDA funds to YCIPTA to fund a portion of this route, YCIPTA will track its expense associated with the use of these funds and report in its Basic Financial Statements each year and submit a copy of the report to ICTC before December 31. At ICTC discretion, may send a triennial performance auditor to audit this service and its performance measures.
Section 4  
Marketing and Community Outreach Plan  

Branding, Marketing and Community Outreach  
Marketing to support this new route will be essential to its success. Consistent, coordinated marketing collateral and programs will be developed by YCIPTA, with input and assistance from ICTC and Quechan Indian Tribe. The Marketing Plan will include printed ads, flyers, rack cards, media, coordination with employers, and other advertising materials. The buses will be marketed and branded as an YCAT route.

The marketing program outlined above will be targeted at the local market. YCIPTA, Quechan Indian Tribe and ICTC will work to engage the support of residents in the Yuma, Fort Yuma and Winterhaven areas to help ensure project success and sustainability. The marketing program is funded by YCIPTA administrative budget and these costs are not reflected in the business plan.

YCIPTA will focus the route’s marketing efforts in Yuma County.

ICTC will focus the route’s marketing efforts in Imperial County.

Quechan Indian Tribe will focus the route’s marketing efforts on the Fort Yuma Indian Reservation.

YCIPTA will have the YCAT Rider’s Guide distributed through its networks in Yuma County, including on YCAT buses. The route will be included in YCAT Rider’s Guide, online at www.ycat.az.gov, and on all YCAT marketing pieces.

ICTC will have the Imperial Valley Transit Rider’s Guide distributed throughout Imperial County, on IVT buses and have information related to the Turquoise Route 10 operated by YCIPTA inside its Rider’s Guide, online at www.ivtransit.com and on all appropriate IVT marketing pieces.

Quechan Indian Tribe will have IVT and YCAT Rider’s Guides available for distribution throughout the reservation, promotes the route through door to door distribution of information, placement of route information online, on Quechan Radio, on Casino bulletin boards and would allow the sale of IVT and YCAT bus passes at its retail enterprises and/or casinos on the reservation.

The route will be clearly noted on all printed and online materials that it is a demonstration route funded through grant funds and the route is subject to discontinuance based on lack of funds and/or low ridership.
Section 5
Additional Details of the Operating Plan
Daily operations of the route are the responsibility of the contractor, First Transit, Inc, managed through YCIPTA, consistent with the terms of the Operating Contract. The Project Liaison, as designated by YCIPTA, has the responsibility to ensure that the contractor complies with all terms of the Operating Contract. The Project Liaison also has the lead responsibility for development and implementation of the Marketing and Outreach Plan, to be accomplished with support from YCIPTA, Quechan Indian Tribe and ITC.

1. Transit Service Information
The schedule will be maintained on the www.ycat.az.gov and www.ivtransit.com websites and available via the YCAT telephone information system at 928.783.2235 and the IVT telephone information system at 760.482.2900. Service will be noted as an YCAT service.

2. Dispatch
A dispatcher will be on duty to support all service hours of the program to insure excellent customer service. Contingency plans must be made to accommodate for service delays due to weather, traffic, vehicle failure, etc by the contractor.

Dispatchers must have a communication system in place with their drivers via two-way radio or cell phone (depending on distance).

YCIPTA’s operations contractor would be responsible for providing road support to the YCIPTA vehicle should the vehicle experience any maintenance difficulties. YCIPTA shall be responsible to ensure that a replacement vehicle is provided within 60 minutes and that ample comfort such as water is provided on the vehicle on days with extreme temperature (105 degrees) and when break downs occur.

3. Spare Ratio
YCIPTA would be responsible for providing road support to the YCIPTA vehicle should the vehicle experience any maintenance difficulties. YCIPTA shall be responsible to ensure that a replacement vehicle is provided within 60 minutes and that ample comfort such as water is provided on the vehicle on days with extreme temperature. YCIPTA should be able to respond within 60 minutes upon notification of a breakdown by the bus operator.

4. Drivers
Drivers will be expected to be courteous, friendly and professional at all times.

Drivers shall be bilingual in English and Spanish to ensure that the distribution of information is available to both languages.
Driver uniforms will be required to be consistent with the branding/marketing of YCRIPTA transit services. Uniforms must be kept clean and ironed for a professional appearance at all times.

Drivers are prohibited from smoking in the vehicles. Smoking outside of the vehicles is also prohibited near the door of the vehicle or in the presence of customers. Eating is prohibited in front of customers or while driving.

Driver breaks shall be established with dispatch according to contractor policy. Driver breaks should never be allowed to disrupt customer service or routing.

Training will be given to all drivers so that clear expectations are in place to ensure excellent customer service. Drivers will keep the inside of the vehicles neat and tidy between transfers, i.e. picking up trash and newspapers left behind.

5. Vehicles
YCRIPTA will provide two vehicles to provide the route as outlined in this Business Plan. The vehicle used on this route can carry up to 34 passengers as this vehicle is also 34 feet in length and have up to two wheelchair tiedown spaces. To comply with the California Air Resources Board (CARB) requirements, YCRIPTA will only operate vehicles in California with a level 3 diesel particulate trap. YCRIPTA has nine of these buses called the El Dorado National Passport, a low floor cutaway vehicle on a medium duty chassis. Furthermore, the bus is durable for highway travel. In addition, YCRIPTA has six 21-foot El Dorado National Aerolite buses which may also be used on this route as these buses seat six passengers and up to two wheelchair tiedown spaces which uses gasoline fuel and are exempt from the CARB Transit Fleet Rule.

Vehicles must be kept clean. Mechanical and cosmetic repairs must be prompt. There should be a spare vehicle that would easily fit into the program when one of the main vehicles is out for maintenance. All Passport vehicles are ADA compliant and use a low floor ramp for the loading/unloading of mobility devices.

This type of vehicle will provide the most passenger comfort and meet passenger demand. Their size and relative maneuverability will be better suited for the identified route than larger vehicles, such as transit buses. They will also be more cost effective to operate than other vehicles.

The Passport buses features two bicycle spaces, electronic destination signs, farebox, smart card system and security cameras. The Aerolite buses features manual destination signs, farebox and smart card system.
A picture of the buses used on this route is below:

Maintenance of the buses will take place at the YCAT bus facility located at 2715 East 14th Street, Yuma.

6. Customer Service
Customer service, marketing and safety are paramount to the success of this program. Service and mechanical failures will be logged and used as a tool by the Contractor to ensure quality control and maintenance standards. On board customer surveys will be used to help guide route improvements and to adjust marketing plans, as appropriate.

7. Schedules
Schedules are defined in Exhibit A and are subject to change. Schedules have been developed to ensure that there are no conflicts between YCAT and IVT buses at all shared bus stops in El Centro. In regard to 14th Street and State Street, it is proposed that YCAT uses the eastbound 14th Street stop. This stop is served Route 1 with Routes 3 and 4 dropping off. There are potential conflicts at the 9:30 am trip and the 3:20 pm trip. Depending on space, YCAT may drive around the block after dropping off passengers to return after the IVT buses have left to pick up passengers. See table below.
8. Newspapers
Yuma Sun newspapers would be placed on this route, Monday through Saturday under an existing arrangement with Freedom Newspaper Group. This arrangement can also include the Imperial Valley Press. If needed.

9. Transfer Agreements
At the present time, passengers transferring to IVT would be required to pay a full fare as if they transferred back to YCAT.

10. Complementary ADA Paratransit Program
Because this route has been designated as a commuter route under 49 C.F.R. Part 37 – of Federal Regulations, ADA complementary paratransit requirements do not apply. Passengers requesting ADA paratransit service would either ride YCAT OnCall in Yuma County or IVT Access in Imperial County, both within a ¼ mile radius of a non-commuter bus route. Timed connections between the paratransit services and this route would be established to ensure those that are receiving route deviations on the former Route 3 today would still be able to access this route seamlessly. YCRIPTA allows for free transfers between YCAT OnCall and YCAT fixed route buses.

11. Former Route 3 to Winterhaven
It is the desire of YCRIPTA and Quechan Indian Tribe for ICTC to discontinue its Route 3 east of Holtville with the implementation of this route. It is requested that ICTC contribute the incremental difference in cost between Holtville and Winterhaven, CA for the Wednesday that it previously operated. The cost (based on $62.75 per hour) translates into $10,501.92 that would be contributed to this new route operated by YCRIPTA. Below is a table that demonstrates the revenue hours calculated to determine the true cost of service from Holtville to Winterhaven.
IVT Hours From Route 300/350 - Holtville to Winterhaven

<table>
<thead>
<tr>
<th></th>
<th>Revenue</th>
<th>Deadhead*</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>378.00</td>
<td>104.00</td>
<td>482.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>378.00</strong></td>
<td><strong>104.00</strong></td>
<td><strong>482.00</strong></td>
</tr>
</tbody>
</table>

*Ross Road to Winterhaven (AM) and Winterhaven to Ross Road (PM)*

With ICTC eliminating this route, ICTC is projected to save 11,128 vehicle miles, 482 vehicle hours from this route. Since the bus is already used on Route 3 west of Holtville, there is no vehicle savings from this change.

ICTC would be able to operate the IVT Route 3 6:40 p.m. trip from Holtville to El Centro, Monday through Friday, as compared to the present schedule, which only allows for its operation on Monday, Tuesday, Thursday and Friday.

**12. Next Steps for Implementation**

**ICTC**
1. Evaluate YCIPTA Proposal (June)
2. Present YCIPTA Proposal at Management, TAC and SSTAC Committee (July)
3. Present Concept to ICTC (July)
4. Negotiate MOU with YCIPTA/Quechan (August)
5. Present MOU and Details of Public Hearing at Management, TAC and SSTAC Committee (September)
6. Finalize YCIPTA Proposal (October)
7. Seek Approval of MOU with ICTC, Quechan and YCIPTA Boards (August, December)
8. Public Hearing Regarding Elimination of Routes 3 east of Holtville (December)
9. Implementation (January)

**Quechan Indian Tribe**
1. Evaluate YCIPTA Proposal (June)
2. Present Concept to Tribal Council (July)
3. Hold Public Workshop to Present Concept (July)
4. Present Findings to Tribal Council (August)
5. Determine Color of Route (August)
6. Finalize YCIPTA Proposal (October)
7. Seek Approval of MOU with ICTC, Quechan and YCIPTA Boards (August, December)
8. Amend Exhibit A of Quechan/YCIPTA MOU (December)
9. Implementation (January)

**YCIPTA**
1. Write YCIPTA Proposal (June)
2. Present Concept to YCIPTA Board of Directors (June)
3. Finalize YCIPTA Proposal (October)
4. Seek Approval of MOU with ICTC, Quechan and YCIPTA Boards (August, December)
5. Negotiate/Amend First Transit Agreement to add an additional 800 revenue vehicle service hours (November)
6. Public Comment Period and Public Hearing for Implementation at YCIPTA Board of Directors (December)
7. Implementation (January)

This timeline is subject to change.
# Turquoise 10 High Mon-Sat

<table>
<thead>
<tr>
<th>Time</th>
<th>Fort Yuma</th>
<th>Yuma</th>
<th>Winterhaven</th>
<th>Fort Yuma</th>
<th>El Centro</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:30 AM</td>
<td>3:30 AM</td>
<td>11:00 AM</td>
<td>1:00 PM</td>
<td>3:30 PM</td>
<td></td>
</tr>
<tr>
<td>8:30 AM</td>
<td>4:30 AM</td>
<td>1:30 PM</td>
<td>2:30 PM</td>
<td>4:30 PM</td>
<td></td>
</tr>
</tbody>
</table>

*Also connects with YVT Routes 3/4. **No connection from Routes 3, 4, or 95.*

<table>
<thead>
<tr>
<th>Time</th>
<th>El Centro</th>
<th>Fort Yuma</th>
<th>Winterhaven</th>
<th>Yuma</th>
<th>Fort Yuma</th>
</tr>
</thead>
<tbody>
<tr>
<td>11:10 AM</td>
<td>7:10 AM</td>
<td>2:40 PM</td>
<td>3:40 PM</td>
<td>4:40 PM</td>
<td></td>
</tr>
<tr>
<td>12:30 PM</td>
<td>8:30 AM</td>
<td>3:30 PM</td>
<td>4:30 PM</td>
<td>5:30 PM</td>
<td></td>
</tr>
</tbody>
</table>

*Also connects with YVT Routes 3/4. **Connection to YCAT Route 5 ends at Paradise Casino at 5:07 PM.

**AM times are shown in lightface type. PM times are in boldface type. Schedules are subject to change without notice. Times are approximate and may vary depending on traffic conditions, weather and other conditions.

Times in Winterhaven/Fort Yuma Indian Reservation area are based on Pacific Standard Time (PST/one hour prior). Times in Yuma are based on Mountain Standard Time (MST) November-March only.

All YCAT bus stops are shown. This route will stop at all YCAT bus stops along the route.


**This bisepoint is the closest point to Algodones, Baja California, it is a 1.5 mile walk from the bus stop to the Border Crossing.

<table>
<thead>
<tr>
<th>Day</th>
<th>Revenues</th>
<th>Cashback</th>
<th>Total Revenue</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday</td>
<td>50,000</td>
<td>83,000</td>
<td>133,000</td>
</tr>
<tr>
<td>Total</td>
<td>50,000</td>
<td>83,000</td>
<td>133,000</td>
</tr>
</tbody>
</table>

*Ros Road to Winterhaven (AM) and Winterhaven to Ros Road (PM)

**IOTC Potential Cost $(202.75)

<table>
<thead>
<tr>
<th>Service Type</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yacht Grant</td>
<td>$57,497.29</td>
</tr>
<tr>
<td>Potential Available budget</td>
<td>$47,999.21</td>
</tr>
<tr>
<td>Shortfall (Marginal)</td>
<td>$58,837.72</td>
</tr>
<tr>
<td>Mileage (One Way)</td>
<td>260.40</td>
</tr>
<tr>
<td>Annual Mileage</td>
<td>7,913.80</td>
</tr>
<tr>
<td>Fuel Gallons</td>
<td>104.60</td>
</tr>
</tbody>
</table>

**Cost to Provide Six Day A Week Service (Fully allocated) $155,836.93

**Cost to Provide Six Day A Week Service (marginal) $66,527.97

**Total Yacht Grants $293,947.00

**Admin $29,726.70

**Blue St $171,508.07

**Regional Connector $37,497.29

---
Pursuant to the authority vested in the Air Resources Board by Health and Safety Code Division 26, Part 5, Chapter 2; and pursuant to the authority vested in the undersigned by Health and Safety Code Sections 39615 and 39616 and Executive Order G-02-003;

IT IS ORDERED AND RESOLVED: The engine and emission control systems produced by the manufacturer are certified as described below for use in on-road motor vehicles with a manufacturer’s GVWR over 14,000 pounds. Production engines shall be in all material respects the same as those for which certification is granted.

<table>
<thead>
<tr>
<th>MODEL YEAR</th>
<th>ENGINE FAMILY</th>
<th>ENGINE SIZES (L)</th>
<th>FUEL TYPE 1</th>
<th>STANDARDS &amp; TEST PROCEDURE</th>
<th>INTENDED SERVICE CLASS</th>
<th>ECS &amp; SPECIAL FEATURES 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>2008</td>
<td>6GMXH08.6590</td>
<td>6.6</td>
<td>Diesel</td>
<td>Diesel</td>
<td>LHD</td>
<td>ODI, TC, CAC, ECM, EGR, GC, PTOX</td>
</tr>
</tbody>
</table>

ENGINE (L) = ENGINE MODELS / CODES (rated power, hp)

Following are: 1) the FTP exhaust emission standards, or family emission limit(s) as applicable, under 13 CCR 1565.1 (urban bus) or 13 CCR 1565.8 (other than urban bus); 2) the EURO and NTE limits under the applicable California exhaust emission standards and test procedures for heavy-duty diesel engines and vehicles (Test Procedures); and 3) the corresponding certification levels, in g/bhp-hr, for this engine family. "Diesel" CO, EURO and NTE certification compliance may have been demonstrated by the manufacturer as provided under the applicable Test Procedures in lieu of testing. (For flexible- and dual-fueled engines, the CERT values in brackets [ ] are those when tested on conventional test fuel. For multi-fueled engines, the STD and CERT values for default operation permitted in 13 CCR 1565.1 or 13 CCR 1565.8 are in parentheses.)

<table>
<thead>
<tr>
<th>NMHC</th>
<th>NOx</th>
<th>NMHC+NOx</th>
<th>CO</th>
<th>PM</th>
<th>HC/CO</th>
</tr>
</thead>
<tbody>
<tr>
<td>FTP</td>
<td>EURO</td>
<td>FTP</td>
<td>EURO</td>
<td></td>
<td>FTP</td>
</tr>
<tr>
<td>STD</td>
<td>0.34</td>
<td>0.14</td>
<td></td>
<td></td>
<td>1.30</td>
</tr>
<tr>
<td>FEL</td>
<td></td>
<td>1.30</td>
<td>1.60</td>
<td>1.80</td>
<td>0.14</td>
</tr>
<tr>
<td>CERT</td>
<td>0.33</td>
<td>0.001</td>
<td>1.24</td>
<td>1.18</td>
<td>1.2</td>
</tr>
<tr>
<td>NTE</td>
<td>0.21</td>
<td>1.85</td>
<td>2.0</td>
<td>19.4</td>
<td>1.36</td>
</tr>
</tbody>
</table>

BE IT FURTHER RESOLVED: Certification to the FEL(s) listed above, as applicable, is subject to the following terms, limitations and conditions.

BE IT FURTHER RESOLVED: The listed engine models have been certified to the split engine family standards under 13 CCR 1565.8(b) [Diesel engines] or 13 CCR 1565.8(d) [Otto engines] and the incorporated 40CFR 86.007-15(m)(9).

BE IT FURTHER RESOLVED: The listed engine models shall have automatic idle engine shutdown capability in compliance with 13 CCR 1565.8(a)(6)(A), unless when installed on vehicles exempted under 13 CCR 1565.8(a)(6)(B).

BE IT FURTHER RESOLVED: The listed engine models the manufacturer has submitted the materials to demonstrate certification compliance with 13 CCR 1965 (emission control labels) and 13 CCR 2035 et seq. (emission control warranty).

Engines certified under this Executive Order must conform to all mandatory California emission regulations.

The Bureau of Automotive Repair will be notified by copy of this Executive Order.

Executed at El Monte, California on this 15th day of June 2007.

[Signature]
Annette Hebert, Chief
Mobile Source Operations Division
Hi John

thanks for the info!

From: John Andoh [mailto:jandoh@ycipta.az.gov]
Sent: Tuesday, July 17, 2012 9:49 PM
To: 'Kathi Williams'; 'Allyson Collins'; 'Brian Golding Sr.'; 'Mark Baza'
Cc: 'Mena, Fernando'; 'Harris, Rachel'
Subject: FW: Transit Fleet Rule

Kathi,

Please read below in RED regarding Yuma’s compliance with vehicles in California.

John Andoh, CCTM
Transit Director
Yuma County Intergovernmental Public Transportation Authority
2715 East 14th Street
Yuma, AZ 85365-1900
T. (928) 539.7076 ext 237
C. (928) 304.2297
F. (928) 783.0309
e-mail: jandoh@ycipta.az.gov - note new email address!

Yuma County Area Transit (YCAT) Bus Information: (928) 783-2235
www.ycat.az.gov

See Where It Takes You!

------Original Message------
From: John Andoh [mailto:Transit@cityofescalon.org]
Sent: Monday, July 16, 2012 8:16 PM
To: Dastoum, Sara@ARB
Cc: jandoh@ycipta.az.gov
Subject: RE: Transit Fleet Rule

Thanks Sara.
John Andoh, CCTM  
Transit Coordinator

PLEASE NOTE - NEW ADDRESS AND TELEPHONE NUMBER!

City of Escalon Development Services  
2060 McHenry Avenue  
Escalon, CA 95320  
209.691.7265 (Office)  
209.321.1334 (Cell)  
209.691.7439 (fax)  
www.cityofescalon.org  
eTrans Transit Information 209.541.6645

-----Original Message-----
From: Dastoum, Sara@ARB [mailto:sdastoum@arb.ca.gov]  
Sent: Wednesday, July 11, 2012 3:13 PM  
To: John Andoh  
Subject: RE: Transit Fleet Rule

Hi John,

Yes - I've reviewed Yuma's report and the fleet is in compliance. However, the site administrator has not had a chance to create the agency's account yet. Please keep in mind that the fleet is currently in compliance and I will inform you once the administrator has created your account.

Thanks,

Sara Dastoum  
Air Pollution Specialist  
In-Use Control Measures Section  
California Air Resources Board  
sdastoum@arb.ca.gov  
916-323-1696

-----Original Message-----
From: John Andoh [mailto:Transit@cityofescalon.org]  
Sent: Tuesday, July 10, 2012 11:16 PM  
To: Dastoum, Sara@ARB  
Subject: RE: Transit Fleet Rule

Thanks Sara.

Have you in reviewed Yuma's yet?
John Andoh, CCTM
Transit Coordinator
PLEASE NOTE - NEW ADDRESS AND TELEPHONE NUMBER!
City of Escalon Development Services
2060 McHenry Avenue
Escalon, CA 95320
209.691.7265 (Office)
209.321.1334 (Cell)
209.691.7439 (fax)
www.cityofescalon.org<http://www.cityofescalon.org/>
eTrans Transit Information 209.541.6645

From: Dastoum, Sara@ARB [sdastoum@arb.ca.gov]
Sent: Tuesday, July 10, 2012 4:02 PM
To: John Andoh
Subject: ARB: Transit Fleet Rule

Hello,

I have reviewed the City of Escalon’s January 1, 2012 Transit report and have determined that your agency is in compliance with both the PM and NOx emissions requirements for the Transit Fleet Vehicle portions of the Transit Fleet Rule.

Please contact me if you have any questions.

Thanks,

Sara Dastoum
Air Pollution Specialist
In-Use Control Measures Section
California Air Resources Board
sdastoum@arb.ca.gov<mailto:sdastoum@arb.ca.gov>
916-323-1696
Hi John,

The Executive Order (EO) for your vehicle with a 2008 General Motors engine and engine family number of 8GMXH06.6590 can be accessed directly at http://www.arb.ca.gov/msprog/onroad/cert/mdehdehdiv/2008/gm_lhdd_a0061500_6d6_1d3-0d01.pdf.

According to the EO, the vehicle has a GVWR over 8,500 pounds and has a Heavy-Duty engine. This classifies the vehicles as Transit Fleet Vehicles (TFV) according to the Transit Fleet Rule.

You will need to report as a new transit agency, making sure to meet the PM and NOx compliance requirements. For your agency, the compliance requirements for your TFV fleet are as follows:

NOx fleet average: value may not be over 2.4 g/bhp-hr
Diesel PM emission total: value may not be over [(0.01 g/bhp-hr) x (number of TFVs reported)]

To determine your compliance, please use the fleet calculator for TFV fleets, which may be accessed directly at http://www.arb.ca.gov/msprog/bus/manual/calc.htm. When using the calculator, please note that you will not have a baseline for PM. If you have any questions regarding the calculator, please let me know. I have calculated your emissions and assuming that you will report 10 transit vehicles with a 2008 engine model year, you will meet the compliance requirements.

Currently, the Transit Fleet reporting system is not open to new transit agencies. In order to create a new account for your agency, I will need the following information:

Email address
Username (12 characters)
Agency Name

(Address for agency headquarters)
Street Number
Street
Street type (ave., st., etc.)
City
Zip

Once you provide to me the information above, we will create your account and will let you know when you can begin the reporting process. The reporting system can be accessed at http://www.arb.ca.gov/msprog/bus/rptg/index.php.

Please let me know if you have any other questions.

Thanks,

Sara Dastoum
Air Pollution Specialist
In-Use Control Measures Section
California Air Resources Board
sdastoum@arb.ca.gov
916-323-1696
But all my buses are licensed in Arizona and based in Arizona. So if an Arizona bus enters California, then no reporting is required?

John Andoh, CCTM, Transit Director
Yuma County Intergovernmental Public Transportation Authority
2715 East 14th Street
Yuma, AZ 85365
T. (928) 539 7076 ext 237
C. (928) 304 2297
F. (928) 783-0309
email: jandoh@ycpta.org

YCAT & Greater Yuma Area Dial-A-Ride Bus Information: (928) 783-2235
www.ycat.org
www.ycpta.org

John:

You only need to report your California buses if you wish to use any of the special provisions provided by the regulation. If all your California buses will be complying with the standard engine Model Year compliance schedule, than no reporting is required.

Craig Duehring, Manager
In-Use Control Measures Section
(916) 323-2361

Eric,
We will be using a cutaway transit bus with Level 3 particulate traps. The bus route does stop in California. Riders can be picked up and dropped off in California. Do I need to report in ARB’s database if I am an Arizona based transit operator?

John Andoh, CCTM, Transit Director
Yuma County Intergovernmental Public Transportation Authority
2715 East 14th Street
Yuma, AZ 85365
T. (928) 539 7076 ext 237
C. (928) 304 2297
F. (928) 783-0309
email: jandoh@ycipta.org

YCAT & Greater Yuma Area Dial-A-Ride Bus Information: (928) 783-2235
www.ycat.org
www.ycipta.org

---

From: Bissinger, Eric@ARB [mailto:ebissing@arb.ca.gov]
Sent: Thursday, January 12, 2012 11:25 AM
To: John Andoh
Cc: Dastoum, Sara@ARB; Duehring, Craig@ARB
Subject: RE: Public Transit Bus Service From Arizona to California

Hi John – I’m not sure if this qualifies as a transit vehicle. If it does not meet the transit definition then it will fall under the Statewide Truck and Bus rule. Things I would consider when determining if it is a transit vehicle is: Does the bus stop in California? Can riders get picked up or dropped off in California? If so, then I would say, it is a transit bus. If it is determined that it is a transit vehicle under California regulations then it will have to be reported in the online reporting system. To be on the safe side I suggest using the cleanest bus you have on that route. Ultimately you will have to work with Craig Duehring to make that determination. Hope that helps.

Eric Bissinger

---

From: John Andoh [mailto:jandoh@ycipta.org]
Sent: Thursday, January 12, 2012 12:01 AM
To: Bissinger, Eric@ARB
Subject: RE: Public Transit Bus Service From Arizona to California

Do you have response to this question below?

John Andoh, CCTM, Transit Director
Yuma County Intergovernmental Public Transportation Authority
2715 East 14th Street
Yuma, AZ 85365
T. (928) 539 7076 ext 237
C. (928) 304 2297
Hi John – I am forwarding your question to Craig Duehring the new manager of the Transit Regulations. Eric

Hi Eric,

I hope all is well with you. It’s been a while since we last talked. I am curious to know if a transit system runs into California for one mile (Yuma to Winterhaven) is there any requirements that I need to be aware of as it relates to diesel emissions? These would be transit fleet vehicles. I have no heavy duty transit buses at this time.

John Andoh, CCTM, Transit Director
Yuma County Intergovernmental Public Transportation Authority
2715 East 14th Street
Yuma, AZ 85365
T. (928) 539 7076 ext 237
C. (928) 304 2297
F. (928) 783-0309
email: jandoh@ycipta.org

YCAT & Greater Yuma Area Dial-A-Ride Bus Information: (928) 783-2235
www.ycat.org
www.ycipta.org
## Performance Measures and Statistics

(Pink)* Route 10

<table>
<thead>
<tr>
<th>Interstate 8/Yuma</th>
<th>3 Days</th>
<th>4 Days</th>
<th>6 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>M-W-Sa</td>
<td>M-W-Th-Sa</td>
<td>M-Sa</td>
</tr>
<tr>
<td></td>
<td>Low</td>
<td>Medium</td>
<td>High</td>
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### Fully Allocated Operating

<table>
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<tr>
<th></th>
<th>3 Days</th>
<th>4 Days</th>
<th>6 Days</th>
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<tbody>
<tr>
<td>Cost</td>
<td>$60,198.63</td>
<td>$80,264.70</td>
<td>$117,309.95</td>
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<tr>
<td>Fare Revenue 18%</td>
<td>$10,835.75</td>
<td>$14,447.65</td>
<td>$21,115.79</td>
</tr>
<tr>
<td>Subsidy</td>
<td>$49,362.88</td>
<td>$65,817.05</td>
<td>$96,194.16</td>
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</table>

### Subsidy Breakdown

<table>
<thead>
<tr>
<th></th>
<th>3 Days</th>
<th>4 Days</th>
<th>6 Days</th>
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<tbody>
<tr>
<td>Quechan</td>
<td>$37,497.29</td>
<td>$37,497.29</td>
<td>$37,497.29</td>
</tr>
<tr>
<td>ICTC</td>
<td>$10,501.92</td>
<td>$10,501.92</td>
<td>$10,501.92</td>
</tr>
<tr>
<td>YCIPTA</td>
<td>$1,363.67</td>
<td>$17,817.84</td>
<td>$48,194.95</td>
</tr>
<tr>
<td></td>
<td>$49,362.88</td>
<td>$65,817.05</td>
<td>$96,194.16</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Low</th>
<th>Medium</th>
<th>High</th>
</tr>
</thead>
<tbody>
<tr>
<td>Quechan</td>
<td>75.96%</td>
<td>56.97%</td>
<td>38.98%</td>
</tr>
<tr>
<td>ICTC</td>
<td>21.27%</td>
<td>15.96%</td>
<td>10.92%</td>
</tr>
<tr>
<td>YCIPTA</td>
<td>2.76%</td>
<td>27.07%</td>
<td>50.10%</td>
</tr>
</tbody>
</table>

### Additional Metrics

<table>
<thead>
<tr>
<th>Metric</th>
<th>3 Days</th>
<th>4 Days</th>
<th>6 Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>estimated total miles</td>
<td>42,993.6</td>
<td>57,324.8</td>
<td>83,782.4</td>
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<tr>
<td>estimated revenue miles</td>
<td>40,622.4</td>
<td>54,163.2</td>
<td>79,161.6</td>
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<tr>
<td>estimated deadhead miles</td>
<td>2,371.2</td>
<td>3,161.6</td>
<td>4,620.8</td>
</tr>
<tr>
<td>service days</td>
<td>156</td>
<td>208</td>
<td>304</td>
</tr>
<tr>
<td>estimated total hours</td>
<td>879.84</td>
<td>1,173.12</td>
<td>1,714.56</td>
</tr>
<tr>
<td>estimated revenue hours</td>
<td>773.76</td>
<td>1,031.68</td>
<td>1,507.84</td>
</tr>
<tr>
<td>estimated deadhead hours</td>
<td>106.08</td>
<td>141.44</td>
<td>206.72</td>
</tr>
<tr>
<td>employees</td>
<td>0.17</td>
<td>0.17</td>
<td>0.33</td>
</tr>
<tr>
<td>estimated passengers</td>
<td>2,340.0</td>
<td>3,120.0</td>
<td>4,560.0</td>
</tr>
<tr>
<td>estimated fare revenue</td>
<td>$10,835.75</td>
<td>$14,447.65</td>
<td>$21,115.79</td>
</tr>
<tr>
<td>pass/hour</td>
<td>3.0</td>
<td>3.0</td>
<td>3.0</td>
</tr>
<tr>
<td>pass/day</td>
<td>15.0</td>
<td>15.0</td>
<td>15.0</td>
</tr>
<tr>
<td>pass/mile</td>
<td>0.1</td>
<td>0.1</td>
<td>0.1</td>
</tr>
<tr>
<td>cost/pass</td>
<td>$25.73</td>
<td>$25.73</td>
<td>$25.73</td>
</tr>
<tr>
<td>sub/pass</td>
<td>$21.10</td>
<td>$21.10</td>
<td>$21.10</td>
</tr>
<tr>
<td>cost/mile</td>
<td>$1.48</td>
<td>$1.48</td>
<td>$1.48</td>
</tr>
<tr>
<td>cost/hour</td>
<td>$77.80</td>
<td>$77.80</td>
<td>$77.80</td>
</tr>
<tr>
<td>farebox ratio</td>
<td>18.0%</td>
<td>18.0%</td>
<td>18.0%</td>
</tr>
<tr>
<td>FTE (based on 2000 hrs)</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>
VI. ACTION CALENDAR

B. BRAWLEY BUS TRANSFER TERMINAL CONSTRUCTION BIDS (NOVEMBER 2012)
December 7, 2012

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave Suite 1
El Centro, CA 92243

SUBJECT: Brawley Bus Transfer Terminal Construction Bids (November 2012)

Dear Committee Members:

In July 2009, the Imperial Valley Association of Governments Regional Council, as the predecessor to the ICTC, approved the submittal of a grant application under the American Reinvestment and Recovery Act or ARRA I for the Brawley Bus Transfer Terminal project. This involved the use of approximately $620,899 under the Federal Transit Administration (FTA) funding for the 5311 program for rural communities. The intention was to utilize the funding to purchase right of way, and develop designs for a bus transfer terminal for use by the Imperial Valley Transit bus system. However this grant would not provide sufficient funding for construction.

In March 2010, ICTC submitted and received approval on several other grant applications for solar lighting, and construction, and approved a Memorandum of Understanding (MOU) for execution. The City developed the project schedule and agreed to perform the necessary work either in house or through the services of a contractor. The right of way acquisition, design and environmental phases have since been completed. Expenses to date equal approximately $340K.

In November 2012, the City of Brawley completed the competitive bid process for construction services. However the bids received have exceeded the available funding by approximately $231,687.50. The City is requesting additional funding to complete the project (see attachment). The remaining project cost is approximately $1.3 million, for a total potential project cost of approximately $1.6 million.

ICTC has received Transportation Development Act (TDA/LTF) funding to date in excess of the amount budgeted for FY 2012-13 for all of the various transit programs and services. Therefore with Commission approval, the City of Brawley could file an Article 8e application for this additional amount and deliver this project.

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
The project is regionally significant and there is the availability of additional TDA funding. In addition failure to receive this funding could jeopardize the completion of the project, as two grant sources of funding must be expended by early 2013 or they will be lost to the region. Therefore, ICTC staff are recommending the distribution of additional TDA funds to the City to ensure the completion of the project.

ICTC staff request that ICTC Management Committee forward this item to the ICTC Commission, for review and approval after the receipt of public comment:

1. Authorize the City of Brawley to file a single TDA/LTF Article 8e application with ICTC for the amount of $231,687.50 for use on the Brawley Bus Transfer Terminal.

Sincerely yours,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

MB/ksw/jej

Attachments (1)
December 6, 2012

Mr. Mark Baza  
Executive Director  
Imperial County Transportation Commission  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243

Subject: Brawley Transit Transfer Station

Dear Mr. Baza:

On December 5, 2012, the City of Brawley received three (3) bids for the construction of the Brawley Transit Transfer Station:

- Hazard Construction $1,324,185.00 (Apparent Low Bidder)
- Team C Construction $1,460,714.00
- Pyramid Construction $1,512,468.00

The available funding for the project is as follows:

<table>
<thead>
<tr>
<th>Source</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARRA FTA 5311</td>
<td>$280,477.00</td>
</tr>
<tr>
<td>CTSGP</td>
<td>$133,338.00</td>
</tr>
<tr>
<td>FTA 5309 Earmark</td>
<td>$300,000.00</td>
</tr>
<tr>
<td>PTMISEA</td>
<td>$511,101.00</td>
</tr>
<tr>
<td>Total</td>
<td>$1,224,916.00</td>
</tr>
</tbody>
</table>

The City of Brawley requests the assistance of ICTC with securing additional financial resources in the amount of $231,687.50 for the construction of the aforementioned project. The total gap represents the sum of $99,269.00 to cover the bid and a 10% contingency in an amount of $132,418.50. Including the contingency, the total construction cost is estimated to be $1,456,603.50.

Your feedback is much appreciated. If you have any questions, please contact me at (760) 351-3048.

Sincerely,

Rosanna Bayon Moore  
City Manager
VI. ACTION CALENDAR

C. UNMET TRANSIT NEEDS PUBLIC HEARING – FY 2013-14
December 6, 2012

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave. Suite 1
El Centro, Ca. 92243


Dear Committee Members:

Section 99401.5 of the Public Utilities Code states that:

"The Transportation Planning Agency (TPA) shall hold at least one public hearing pursuant to 99238.5, for the purpose of soliciting comments on the Unmet Transit Needs that may exist within the jurisdiction."

Unmet Transit Needs that are determined to be “Reasonable to Meet” by ICTC may be established by providing services directly, by contracting for new services, or the expansion of existing services.

In the past, these hearings have been held in the January - March time frame at the Board of Supervisors Chambers in the County Administration Center. ICTC is required to select the Hearing Panel from the elected official members of the Commission. It has been customary to appoint five members with two alternates. Typically, two members from the County are selected, with three City representatives. The alternates are also from the Cities.

The Panel meets twice, once for the actual hearing and then reconvenes approximately one month later to review testimony and adopt the “Findings” or actions to be implemented in the subsequent fiscal year. The date of the second meeting is determined by the panel members during the preliminary meeting. ICTC staff issue the public notices and coordinates administrative arrangements, which includes bilingual translation.

Last year the panel members were:

Mike Kelley Supervisor, District #3
Jack Terrazas Supervisor, District #2
George Nava Councilmember, City of Brawley
Bill Hodge Councilmember, City of Calexico
Mark Gran Councilmember, City of Imperial
David Bradshaw Councilmember, City of Holtville

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
A Thursday afternoon or evening is recommended, as there are no regularly scheduled council meetings and the public is generally able to attend.

It is requested that ICTC Management Committee forward this item to the ICTC Commission for review and approval:

1. Appoint the Unmet Transit Needs Hearing Panel: two members from the County, three City representatives with two City alternates.

2. Select a hearing date of January 24, 2013 or January 31, 2013.

3. Select the time of the meeting.

Sincerely yours,

MARK BAZA
Executive Director

BY: [Signature]

Kathi Williams
Senior Transit Planner

MB/ksw/cl
VI. ACTION CALENDAR

D. FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM (FTIP) FY 2012-13 TO FY 2015-16
   AMENDMENT #13-03
December 7, 2012

ICTC Management Committee
Imperial County Transportation Commission
1405 N. Imperial Ave. Suite 1
El Centro, CA 92243

SUBJECT: Federal Transportation Improvement Program (FTIP) FY 2012-13 to FY 2015-16 Amendment #13-03

Dear Committee Members:

The Federal Highway Administration (FHWA) recently approved the new 2013 Federal Transportation Improvement Program (FTIP) submitted by the Southern California Association of Governments (SCAG).

This FTIP Amendment #13-03 will distribute funds from FY 2012-13 to FY 2015-16 to projects for the following agencies: the City of Calipatria’s “North International Avenue Sidewalk Improvement” project that will include Congestion Mitigation Air Quality (CMAQ) program funds; and the Imperial County Transportation Commission’s (ICTC) transit projects for the County Wide Transit System-Operating and Capital Assistance (Brawley Gold Line Circulator, the Americans with Disabilities Act (ADA) Paratransit Service Operating Assistance, the Med-Express Shuttle Operational Assistance and West Shores Dial-A-Ride). Projects are listed as part of the 2013 FTIP and are submitted to SCAG by the ICTC on a periodic basis in the form of amendments to the adopted FTIP.

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

1. Adopt the recommended 2013 FTIP AMENDMENT #13-03

2. Authorize staff to submit the documentation to SCAG for inclusion into the 2013 FTIP

Sincerely,

MARK BAZA
Executive Director

Attachment

MB/vm

CITIES OF BRAWLEY, CALEXICO, CALIPATRIA, EL CENTRO, HOLTVILLE, IMPERIAL, WESTMORLAND, IMPERIAL IRRIGATION DISTRICT AND COUNTY OF IMPERIAL
<table>
<thead>
<tr>
<th>Agency</th>
<th>Project ID</th>
<th>Title/Description</th>
<th>Changes Requested</th>
<th>Amendment Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>CALIPATRIA</td>
<td>IMP1301001</td>
<td>North International Avenue from Delta Street to Main Street street improvement of rehabilitation and reconstruction, including installation of base material, new asphalt pavement sidewalks, ADA curb returns, and culvert boxes.</td>
<td>NEW PROJECT - ADD CMAQ funds of $672 in FY 2013/2014 to CON ADD Agency funds of $87 in FY 2013/2014 to CON</td>
<td>NEW PROJECT</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>TOTAL PROJECT COST $759</td>
<td></td>
</tr>
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<td>Agency</td>
<td>Project ID</td>
<td>Title/Description</td>
<td>Changes Requested</td>
<td>Amendment Reason</td>
</tr>
<tr>
<td>--------</td>
<td>------------</td>
<td>-------------------</td>
<td>-------------------</td>
<td>------------------</td>
</tr>
</tbody>
</table>
| ICTC   | IMP33000   | County Wide Transit System - Operating and Capital Assistance | FUND INCREASE-  
  INCREASE FTA 5307 funds from $1,750 to $2,535 in FY2014/2015 to CON  
  INCREASE FTA 5307 funds from $1,800 to $2,639 in FY2015/2016 to CON  
  ADD FTA 5307 funds in the amount of $2,748 in FY2016/2017 to CON  
  ADD FTA 5307 funds in the amount of $2,863 in FY2017/2018 to CON  
  DECREASE FTA 5311 NON-UZA funds from $665 to $259 in FY 2014/2015 to CON  
  DECREASE FTA 5311 NON-UZA funds from $732 to $259 in FY 2015/2016 to CON  
  ADD FTA 5311 NON-UZA funds from $200 in FY2016/2017 to CON  
  ADD FTA 5311 NON-UZA in the amount of $200 in FY2017/2018 to CON  
  ADD PTMISEA funds in the amount of $1,762 in FY2016/2017 to CON  
  DECREASE FARE REVENUE funds from $663 to $592 in FY2014/2015 to CON  
  DECREASE FARE REVENUE funds from $729 to $612 in FY2015/2016 to CON  
  ADD FARE REVENUE in the amount of $632 in FY2016/2017 to CON  
  ADD FARE REVENUE in the amount of $653 in FY2017/2018 to CON  
  DECREASE LTF funds from $2,689 to $2,149 in FY2014/2015 to CON  
  DECREASE LTF funds from $2,957 to $2,220 in FY2015/2016 to CON  
  ADD LTF in the amount of $2,294 in FY2016/2017 to CON  
  ADD LTF in the amount of $2,294 in FY2017/2018 to CON  
  TOTAL PROJECT COST increase from $54,623 to $67,625 | FUND INCREASE  
  TOTAL PROJECT COST increase from $54,623 to $67,625 |