



**TECHNICAL ADVISORY COMMITTEE  
AGENDA**

**DATE:** February 28, 2013  
**TIME:** 10:00 a.m. – 12:00 p.m.  
**LOCATION:** ICTC Offices  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243

Chairperson: Yazmin Arellano, City of Brawley

Vice-Chair: City of Holtville

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

**PUBLIC COMMENTS**

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

**DISCUSSION/ACTION ITEMS**

1. Introductions
2. Adoption of the minutes for January 24, 2013  
*Requesting a motion to adopt* ACTION
3. Presentation on Monument Preservation  
*Presented by Tim Jones, Acting County Surveyor* INFORMATIONAL
4. ICTC Updates / Announcements DISCUSSION
5. SCAG Update / Announcements  
*Presented by SCAG staff* DISCUSSION
6. Caltrans Updates / Announcements DISCUSSION  
*Presented by Caltrans staff*
  - Presentation on Consultant Selection  
*Presented by Luis Medina* INFORMATIONAL / DISCUSSION

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

7. General Discussion / New Business  
*All*

DISCUSSION

8. Adjournment

The next meeting of the ICTC TAC is scheduled for March 28, 2013. Meeting will be held at the ICTC offices at 10 AM. For questions you may call Crisi Lerma at (760) 592-4494 or contact by email at [crisilerma@imperialctc.org](mailto:crisilerma@imperialctc.org).



1405 N. IMPERIAL AVE., SUITE 1  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4497

**TECHNICAL ADVISORY COMMITTEE**  
**DRAFT MINUTES**

January 24, 2013

Present:

|                 |                     |
|-----------------|---------------------|
| Steven Sullivan | City of Brawley     |
| Gordon Gaste    | City of Brawley     |
| Alex Espinoza   | City of Calexico    |
| Terry Hagen     | City of El Centro   |
| Abraham Campos  | City of El Centro   |
| Nick Wells      | City of Holtville   |
| Jesus Villegas  | City of Imperial    |
| John Gay        | County of Imperial  |
| Manuel Ortiz    | County of Imperial  |
| Wayne Walker    | City of Westmorland |

Others:

|                  |          |
|------------------|----------|
| David Salgado    | ICTC     |
| Virginia Mendoza | ICTC     |
| Cristi Lerma     | ICTC     |
| Luis Medina      | Caltrans |
| Tomas Oliva      | SCAG     |

1. The meeting was called to order by Vice-Chair Terry Hagen at 10:04 a.m. A quorum was present. Introductions were made.
2. A motion was made to adopt the minutes for December 13, 2012 ([Wells/Campos](#)) **Motion Carried.**
3. Election of Chair and Vice Chair  
  
A motion was made to elect the City of Brawley as the Chairperson ([Campos/Wells](#)) **Motion Carried Unanimously.**  
  
A motion was made to elect the City of Holtville as the Vice-Chair ([Wells/Sullivan](#)) **Motion Carried Unanimously.**
4. ICTC Updates / Announcements (Presentation by ICTC staff)

- A. Request For Authorization (RFA) submittal timelines, update by Ms. Mendoza
- A handout was distributed that gave an overview of the FY 12/13 Call For Projects programming.
  - FY 12/13 RFAs are due to Caltrans, District 11 on March 15, 2013.
  - CMAQ projects can be submitted anytime because they are exempt from EPA sanctions.
- B. EPA Sanctions Update, update by Ms. Mendoza
- The federal register indicates that the EPA has made an interim final determination to stay sanctions. It is effective January 7, 2013, however comments will be accepted until February 6, 2013. If all goes as planned, the stay will be achieved on that date.

Other updates / announcements included:

Mr. Salgado had the following announcements:

- The UTN Hearing is scheduled for January 24, 2013 at 3 p.m. at the IID Board Chambers. Panel members confirmed their attendance.
- The City of El Centro had its groundbreaking for the Transfer Transit Terminal on January 8, 2013. Completion of the construction is anticipated to be done by December 2013.
- The City of Brawley will be having its Transit Transfer Terminal Groundbreaking Ceremony on January 30, 2013 at 10:30 a.m.
- The YCAT Turquoise Route 10 started this month from Yuma to El Centro. Staff will monitor the system for ridership and report periodically.
- The consultant team for the for the Red, Orange and Gold Line study had its kick off meeting on January 17, 2013 at the ICTC offices.
- Imperial Valley Transit hired a new General Manager, Charles Brockwell.

Ms. Mendoza had the following announcement:

- Andrew More from Miovision expressed interest in presenting to the TAC at its next meeting. The TAC members were amenable to the idea.

5. SCAG Updates / Announcements

- Caltrans Planning Grants for FY 2013-14 are due to Caltrans on April 2, 2013 (5 p.m.) via email. However, if applying, intent to apply with project information is due to SCAG by February 15, 2013 (5 p.m.) via email and the application is due to SCAG by February 28, 2013 (5p.m.). Mr. Baza requested to be cc'd on the email to SCAG with intent to apply. ICTC would like to be a partner in this process. Caltrans will be providing training on January 31, 2013 from 8 a.m. to 1 p.m. and videoconferencing will be available at the local ICTC/SCAG offices.
- Applications for SCAG's 2013 Scholarship Program are due March 8, 2013. Mr. Oliva stated that he has been visiting local High Schools in hopes that there are more applicants this year. The applications are available on the website. One person from Imperial County will be awarded a SCAG scholarship.
- SCAG will be offering GIS hours. SCAG staff Javier Aguilar will be servicing Imperial County. Training will be held on January 30, 2013 from 9 a.m. to 12 p.m. at the local ICTC/SCAG offices.
- The SCAG General Assembly is scheduled for May 2-3, 2013 in Palm Desert at the JW Marriot.

6. Caltrans Updates / Announcements

- Mr. Medina had the following updates:
- A Tentative Caltrans District 11 Call For Projects Schedule was provided by Mr. Medina.

- A Draft Obligation Plan was provided and Mr. Medina asked for all to review it and report any changes or discrepancies as soon as possible.
- The California Department of Transportation is hosting regional forums to discuss the implementation efforts as the result of MAP 21. The forums are open to local and regional city governmental officials, staff as well as special interest organizations. The location of the meetings and an agenda will be released upon registration. While the event is free, we are limited in space and need to ensure we can accommodate our audience. The schedule is:  
January 29, 2013 from 10:00 - 12:00 - Oakland, CA  
January 30, 2013 from 10:00 - 12:00 - Los Angeles, CA  
January 31, 2013 from 1:00 - 3:00 - Fresno, CA  
February 6, 2013 from 1:00 -3:00 - Redding, CA (this meeting will be webcast)

You do not need to register for the February 6th webcast. A link to the Live Webcast will be available 24-hours prior to the meeting.

Registration information can be found at the following link:

[http://www.dot.ca.gov/hq/transprog/map21/map21\\_events.htm](http://www.dot.ca.gov/hq/transprog/map21/map21_events.htm)

- Caltrans has been revamping the LAPM Chapter 10 since 2011 to provide more clarification and direction to local agencies who deal with consultant contracts.
- In DLA-OB 11-12 issued December 02, 2011, Caltrans revised portions of Chapter 10 to raise the simplified acquisition threshold from \$100,000 to \$150,000 for making small purchases of supplies and services per 48 CFR 2.101.

In DLA-OB 12-03 issued on June 20, 2012, Caltrans published a major update to the Consultant Selection chapter which had not been updated since May 1, 2006.

DLA-OB 12-03B issued on November 30, 2012, Caltrans revised LAPM Chapter 10 to conform to Title 23 of CFR, Section 172.7 which states that “Contracting agencies shall use the indirect cost rate established by a cognizant agency audit for the cost principles contained in 48CFR Part 31 for the consultant.” This revision made other refinements to Chapter 10 as well. Several audit-related Exhibits have been replaced, revised or newly created process.

- This policy is in effect immediately for all projects authorized for Preliminary Engineering after July 1, 2012, and for all projects with A&E consultant contracts awarded after September 1, 2012. Regardless of project authorization or contract award date, starting January 1, 2013, all A&E consultant contracts submitted to Caltrans Audits and Investigations will need to follow the new risk-based audit procedures contained in the revised LAPM Chapter 10 attached to this Office Bulletin.
- This is applicable to all local assistance funded A&E consultant contracts.
- Caltrans is currently working on more revisions to Chapter 10. These revisions are expected to be published on January 31, 2013.
- The upcoming Federal-Aid Training Series will incorporate more clarification on the Conflict of Interest topic when it relates to consultants operating in a Management Role. The training in District 11 will be around March 11, 2013.
- Status of Awards and Project Close-Outs and Invoices will be provided.
- Mr. Campos asked if they could provide training on indirect cost agreements. Mr. Medina stated that he would ask his supervisor to see about a formal training.

7. FHWA Essentials Videos – Acquisition and Negotiation

A short video was presented regarding Acquisition and Negotiation. The FHWA website has many valuable videos at <http://www.fhwa.dot.gov/federal-aidessentials/indexofvideos.cfm> that may be used as a resource including evaluating good faith efforts.

8. SLPP Program – Request For Authorization (RFA) submittals

All of the 10 allocation requests received by Local Assistance have been transmitted to HQ and will be placed on the agenda for the CTC to vote on March 5, 2013. There is another review that HQ Local Assistance performs on these projects before the CTC Liaison adds them to the list of agenda items. These projects are tabulated below:

| Agency          | Project Description   | Allocation Amount | Date (D-11 To HQ) |
|-----------------|---|-------------------|-------------------|
| Brawley         | Road Rehabilitation on Eastern Avenue                                   | \$624,540         | 12/19/2012        |
| *Calexico       | Road Rehabilitation on various –Heber, Heffernan, Paulin                | \$400,000         | 01/14/2013        |
| *Calexico       | Road Rehabilitation on 5 <sup>th</sup> St. –Heber to Imperial           | \$515,237         | 01/14/2013        |
| Calipatria      | Road Rehabilitation on Lake Avenue –Elder and Bowles                    | \$132,967         | 12/19/2012        |
| El Centro       | Road rehabilitation –El Centro -various streets                         | \$1,036,525       | 12/27/2012        |
| Holtville       | Road Rehabilitation on Grape Avenue -4 <sup>th</sup> to 5 <sup>th</sup> | \$160,641         | 12/19/2012        |
| Imperial City   | Road Reconstruction on South N St. –Barioni & 5 <sup>th</sup>           | \$384,106         | 01/16/2013        |
| Imperial County | Road Rehabilitation on Willoughby Rd –Dogwood and Clark                 | \$650,000         | 12/21/2012        |
| Imperial County | Road Rehabilitation on Dogwood Rd –Willoughby to McCabe                 | \$900,816         | 12/21/2012        |
| Westmorland     | Road Rehabilitation on 6 <sup>th</sup> & G St                           | \$68,168          | 12/27/2012        |

\*Allocation Request was missing the Project Management Certification. HQ may require it.

The link to the 2013 CTC meeting agendas is:

- <http://www.dot.ca.gov/hq/transprog/ctcliaison/2013mtgs.htm>

The agendas are usually published on the web at least a week prior to the meeting. For example, the CTC agenda vote list for 01/08/13 was uploaded on 12/28/12.

- <http://www.dot.ca.gov/hq/transprog/ctcliaison.htm>

9. General Discussion / New Business

- None

10. Meeting adjourned at 11:48 a.m.

- The next meeting will be held on February 28, 2013 at 10 a.m. at the ICTC Offices.