



**TECHNICAL ADVISORY COMMITTEE
AGENDA**

DATE: **Thursday, February 25, 2021**
TIME: **10:00 a.m. – 12:00 p.m.**
LOCATION : **Zoom Meeting at ICTC Offices**

Chairperson: City of El Centro

Vice-Chair: City of Brawley

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.

Due to the COVID-19 and Executive Order N-25-20, teleconferencing is recommended for the public, however measures will be taken to have access for those who wish to participate in person while still abiding by local, state and federal mandates. Following is teleconference information.

To join the Zoom Meeting by computer using video and audio, please click on the following link:

<https://zoom.us/j/94459213029?pwd=b05HcDN2RURQZHlKV1FnNEtHOFRJUT09>

The meeting ID and Password are below in the event you may need them.

To join by phone please dial (669) 900-9128
Meeting ID: 944 5921 3029#
Password: 998102#

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 Minutes for January 28, 2021 *ACTION*
Requesting a motion to adopt
3. Congestion Mitigation Air Quality (CMAQ) & Surface Transportation *Information*
Block Grant (STBG) 2021 Call for Projects Guideline
4. Regional Climate Action Plan (CAP) Draft Review *Information*

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

5. ICTC Updates / Announcements 10 minutes
Presented by ICTC Staff
 - a. Transit Planning Updates
 - b. Transportation Planning Updates
 - c. FY 2020-21 Programmed Project Updates
6. SCAG Updates / Announcements 10 minutes
Presented by SCAG Staff
7. Cities and County Planning / Public Works Updates 10 minutes
All
8. Caltrans Updates / Announcements 15 minutes
Presented by Caltrans Staff
9. General Discussion / New Business 10 minutes
All
10. Adjournment

The next meeting of the ICTC TAC meeting is tentatively scheduled for March 25, 2021. For questions you may call Marlene Flores at (760) 592-4494 or contact by email at marleneflores@imperialctc.org



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TECHNICAL ADVISORY COMMITTEE
DRAFT MINUTES

January 28, 2021

Present:

Gordon Gaste	City of Brawley
Abraham Campos	City of El Centro
Veronica Atondo	County of Imperial
Jesus Villegas	City of Imperial
Lili Falomir	City of Calexico
George Galvan	City of Calipatria
Adriana Amezcua	City of Holtville
Joel Hamby	City of Westmorland
Frank Fiorenza	IID

Others:

Virginia Mendoza	ICTC
Marlene Flores	ICTC
David Salgado	SCAG
Tyler Salcido	City of Brawley
Guillermo Sillas	City of Brawley
Manuel Cabrera	City of Brawley
Andres Miramontes	City of Brawley
Ana Gutierrez	City of Brawley
Christian Rodriguez	City of El Centro
Felix DeLeon	City of El Centro
Robert Ureña	County of Imperial
Adolfo Garcia	County of Imperial
Ben Guerrero	Caltrans

1. The meeting was called to order at 10:03 a.m. A quorum was present and introductions were made. There were no public comments made.
2. **Rotation of Chair and Vice-Chair Positions**

A motion was made by [Gordon Gaste](#) and seconded by [Veronica Atondo](#) to nominate the City of El Centro as the Chair for 2021, **Motion Carried.**

A motion was made by [George Galvan](#) and seconded by [Joel Hamby](#) to nominate the City of

Brawley as the Vice-Chair for 2021, **Motion Carried.**

3. A *motion* was made to adopt the minutes for December 17, 2020 ([Galvan/Gaste](#)) **Motion Carried.**
4. **Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) 2021 Call for Project Guidelines**

Virginia Mendoza summarized both the Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) 2021 Call for Project Guidelines with TAC members and made a recommendation for approval.

TAC members made recommendations to the Call for Projects Guidelines:

- A DRAFT resolution will be acceptable. Applicants may submit a draft resolution with each application; however, applicants must state the anticipated adoption date of the resolution.

Below is the Call for Project Schedule:

2021 CMAQ AND STBG CALL FOR PROJECTS SCHEDULE	
December 17, 2020 (Thursday)	ICTC Technical Advisory Committee (TAC) reviews preliminary draft 2021 CMAQ & STBG Guidelines
January 28, 2021 (Thursday)	TAC approves the draft 2021 CMAQ & STBG Guidelines
February 10, 2021 (Wednesday)	Management Committee reviews and approves the 2021 CMAQ & STBG Guidelines
February 24, 2021 (Wednesday)	ICTC reviews and approves the 2021 CMAQ & STBG Guidelines
February 26, 2021 (Friday)	Call for Projects begins. The Approved 2021 CMAQ & STBG Guidelines application document is posted on the ICTC website
April 15, 2021 (Thursday)	Call for Projects ends. Project applications deadline is 5:00 pm
April 19, 2021 (Monday)	Project selection process begins
April 30, 2021 (Friday)	Project selection process ends (ICTC staff generates list of projects recommended for funding)
May 27, 2021 (Thursday)	TAC reviews and approves project selection recommendations
June 9, 2021 (Wednesday)	Management Committee reviews and approves project selection recommendations
June 23, 2021 (Wednesday)	ICTC reviews and approves project selection recommendations

ICTC staff forwards this item to the Technical Advisory Committee for discussion and recommendation to submit to the ICTC Management Committee and Commission after public comments, if any:

1. Approve and adopt the Congestion Mitigation Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) 2021 Call for Projects Guidelines;
2. Direct staff to open a competitive call for projects for member agencies for

estimated STBG and CMAQ funds, effective February 26, 2021 through April 15, 2021;

3. Direct staff to convene an evaluation committee to score and rank the projects; and,
4. Direct staff to return with a list of recommended projects for approval by the Commission.

A *motion* was made to approve both Call for Projects Guidelines with recommended changes by the TAC Committee, ([Atondo/Falomir](#)) **Motion Carried**

5. **ICTC Updates / Announcements**

(Presented by ICTC Staff)

a. **Transit Planning Updates:**

- Virginia Mendoza provided a brief update on transit. ICTC is still operating under COVID-19 requirements. Free fares for Transit riders except for Medtrans.

b. **Transportation Planning Updates:**

- Beginning October 1, 2020 agencies are allowed to move forward with request for authorization (RFA) for CMAQ, STBG and ATP programmed in FY2020/2021. A list of projects is part of the agenda. ICTC updated the project list based on Federal and State projects that need to obligate in this current year. ICTC will revise the list and resend to all local agencies with updates and current status of projects.

6. **SCAG Updates / Announcements** *(Presented by David Salgado):*

- **Call for Collaboration request for proposals.** SCAG is pleased to announce the release of the Call for Collaboration request for proposals. In partnership with California Community Foundation (CCF), SCAG is launching the Call for Collaboration program that will fund the development of community-based policies and plans that help cities and counties reach the 6th Cycle Regional Housing Needs Assessment goals of 1.3 million new housing units across the six-county SCAG region.

The program will fund several grants for non-profit organizations through two opportunities:

- Partnership Programs: Awards of up to \$125,000 to support the expansion and/or implementation of existing plans, initiatives and/or partnerships that promote equitable growth strategies.
- Spark Grants: Smaller, capacity-building grants of around \$50,000 to seed new models of collaboration and engagement to support community-driven approaches and partnerships that promote equitable growth strategies.

The deadline to apply is Tuesday, February 23, 2021

- **SCAG Aerial Imagery Project 2020/21 Update:** After numerous meetings to discuss the potential for SCAG to facilitate a new Aerial Imagery Flyover Project, the County of Imperial has agreed to facilitate a public procurement process. This will allow for more funds to be applied to the project to support the procurement. SCAG has set aside \$250,000 for the project and will increase the support by \$50,000 for a total of \$300,000. The County of Imperial has received proposals and will be moving forward with recommendations to the Board of Supervisors this month.
- **2020 SCAG Sustainable Communities Program (SCP) Grant Program:** SCAG has approved the 2020 SCP grant guidelines. The FY 2020/2021 program will fund projects in the following areas that support and implement the policies and initiatives of the 2020 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), Connect SoCal: Active Transportation & Safety; Housing and Sustainability; Smart Cities, Mobility Innovation & Transportation Demand Management; and Green Region.
- **2020 Local Early Action Planning Grant (LEAP) Program:** The Local Early Action

Planning (LEAP) grant program's deadline has been extended to January 31, 2021.

7. Cities and County Planning / Public Works Updates:

- Local agencies gave an update on their local projects in progress.

8. Caltrans Updates / Announcements (*Presented by: Ben Guerrero*):

- Caltrans provided general information on inactive projects. The next deadline to submit Inactive projects and Future inactive invoices is February 19, 2021.
- Federal Fiscal Year (FFY) 20/21 Requests for Authorization Obligations will be due by January 29, 2021.
- New Federal Lands Access Program (FLAP) Call for Projects. The "FLAPplication" deadline will be May 27, 2021. The outreach plan includes webinars that assist tribal and local agencies, as well as Caltrans, with this process. (The final date is February 10, 2021, for all prospective applicants to hear the details during a live FHWA webcast.)
- New Invoice Form Required effective immediately. New version of LAPM Exhibit 5-A.
- Quality Assurance Program (QAP). A list with updated dates was provided. Ben Guerrero will update the list with updated dates.

9. General Discussion / New Business

- A brief update for next TAC meeting.
- Next TAC meeting will be on February 25, 2021 via Zoom

10. Meeting adjourned at 11:52 a.m.



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Memorandum

Date: January 22, 2021
To: ICTC Commission Members
From: Mark Baza, Executive Director
Re: Executive Director's Report

The following is a summary of the Executive Director's Report for the ICTC Commission Meeting on January 27, 2021.

- Imperial Mexicali Binational Alliance Meeting:** *The next Imperia Mexicali Binational Alliance (IMBA) meeting is scheduled for March 11, 2021. The meeting will focus on border infrastructure project updates and economic development updates.*
- Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) Programs:** The Imperial County Transportation Commission (ICTC) is responsible for selecting and programming federal Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) program funds. Guidelines for the Call for Projects for both CMAQ and STBG are currently under review by the Technical Advisory Committee and an action is anticipated on January 28, 2021. Subsequently, the Guidelines will be presented to Management and Commission in February 2021.

The 2021 Call for Projects provides three years of new CMAQ and STBG funds for projects in Federal Fiscal Year (FFY)s 2022-23, 2023-24, and 2024-25. ICTC plans to program a total of \$5,222,420 million in CMAQ and \$7,704,064 in STBG funds over the three-year period. The funding estimates were developed by Caltrans and listed in the table below by FFY.

CMAQ and STP Apportionment Estimates for FY 2022/23 – FY 2024/25

Program	FFY 22/23	FFY 23-24	FFY 24-25	Total
CMAQ	\$1,741,362	\$1,740,810	\$1,740,248	\$5,222,420
STBG	\$2,570,088	\$2,568,035	\$2,565,941	\$7,704,064
Total	\$4,311,450	\$4,308,845	\$4,306,189	\$12,926,484

The 2021 Call for Projects will be paused and begin in fall 2021.

- SR-78/Glamis Multiuse Grade Separated Crossing Feasibility Study:** *The study analyzed and developed feasible design alternatives and locations for a Grade Separated Crossing (GSC) for Off-Highway Vehicle (OHV) use at or near SR-78 and the Union Pacific Railroad (UPRR) in Imperial County. The Commission approved the final study on January 27, 2021, the report can be found at <http://www.imperialctc.org/sr-78-glamis-crossing/>.*
- Calexico East Port of Entry Bridge Widening Project:** The Project proposes to widen the bridge over the All-American Canal at the U.S./Mexico border approximately 0.7 miles south of State Route (SR) 7. The project

proposes to widen the existing structure by adding four-lanes: Two New Northbound Auto Lanes and Two New Northbound Commercial Vehicle Lanes. In May 2018, Caltrans and ICTC received \$3,000,000 from the California Transportation Commission and the Trade Corridor Enhancement Program (TCEP) to complete the Project Approval and Environmental Document (PA/ED) for the project. In June 2018, Caltrans completed a Project Initiation Document (PID). In Fall of 2018, the PA/ED phase was initiated by Caltrans, technical studies for the National Environment Policy Act (NEPA) document under Caltrans as the NEPA lead are in progress and is scheduled for completion in May 2020. In December 2018, was awarded \$20 million under the U.S. Department of Transportation's BUILD discretionary grant program to complete the Design-Build construction phase. ICTC proposes to deliver the project under Design-Build process, with ICTC leading the Request for Qualifications in May 2020 and Request for Proposals in Summer 2020 for Design and Construction teams. Following the RFQ and RFP process, the Design-Build contract award is scheduled to begin in February 2021. The NEPA studies and final document were completed in April 2020. *ICTC successfully completed the authorization for the \$20 million BUILD funds. Currently the project is in the qualification phase of solicitation Request for Qualifications were due on September 11, 2020 to the ICTC offices. A short-list of bidders has been selected and are moving forward to the Design-Build Request for Proposals process that began Septemebr 21, 2020. Proposals are due to ICTC offices on January 22, 2021. ICTC completed the its Best Value Determination of Proposals with a targe date of award of March 25,2021.*

- 5) **Imperial Valley Transit (IVT) FREE FARES PROGRAM:** On August 7, 2020, the Imperial County Transportation Commission (ICTC) announced the implementation of a **Free Fares Program** for various Imperial Valley Transit (IVT) services. Eligible services include IVT Fixed Route, IVT Circulators (Blue, Green and Gold Lines), IVT ACCESS and IVT RIDE (EL Centro, Imperial, Heber, Brawley, Calexico, Westshores). All passengers are eligible to benefit from the Free Fares Program. The fares are subsidized by a State of California grant and fare contributions to IVT RIDE passengers by the County of Imperial's Area Agency for the Aging (AAA). The Free Fares Program will remain in effect while the grant funds are available. All regular service eligibility requirements and restrictions remain in effect.
- 6) **Potential Bus Stop in Calipatria:** ICTC has evaluated all of its fixed route service routes to attempt to provide service to the east side of Calipatria. Staff conducted time trials as well utilized several types of buses to verify buses would not have issues with other existing stops within proposed routes. Potential stops for the area include a stop along Commercial Avenue and potentially another stop near Alexandria Street. Staff is proposing to utilize its IVC Express route to potentially service the area. Final location and infrastructure associated with the potential bus stop(s) is pending discussion with the city of Calipatria staff.
- 7) **State Route 86 (Northbound) Border Patrol Checkpoint:** In August 2017 following a year of coordination, Caltrans, the County of Imperial and ICTC met with CBP management and operations staff achieved consensus for a new conceptual alternative prepared by Caltrans. The LTA Board met on September 27, 2017, staff presented the Board with a fund request for \$1.3 million from the 5% Regional Highway Set-Aside from the Measure D allocations. A Consultant Agreement with AECOM for design and construction engineering was approved by the LTA on February 28, 2018. Currently design is underway. A draft of 35% plans were completed and submitted for review on October 12, 2018. CBP Border Patrol has requested a design change and a draft MOU has been drafted to identify the the work to be completed by ICTC and Border Patrol. The draft MOU was approved by the Commission at the September 2020 meeting.
- 8) **I-8 / Imperial Avenue Interchange Reconstruction:** Caltrans and construction team have been meeting with City of El Centro and ICTC to discuss details of construction phases and the public information campaign for both the Interchange Project and the Imperial Avenue Extension South Project. *Stage 1 of construction began on Monday, May 6, 2020. During the extended closure, motorists on eastbound I-8 will be detoured along 4th Street/State Route 86 (SR-86) located east of Imperial Avenue. On July 23rd closure of the I-8 was needed to demolish and remove the existing bridge. Crews have completed the demolition of the existing bridge at the I-8/Imperial Avenue Interchange. There were no reported incidents and detoured traffic was flowing with no major delays. Over the next month, the community will see crews performing general earthwork operations. There will be construction equipment, nose (including OSHA required backup alarms), dust and some minor traffic control.*

Stage 2 work on the northern portion of I-8 is anticipated to take four to six months to complete and could begin as early as December. During Stage 2, all I-8/Imperial Avenue on- and off- ramps will be fully closed. The interchange is expected to open to traffic by the end of 2022 with project completion by mid-2023.

- 9) **State Route 98 from Ollie to Rockwood:** As part of the Calexico West POE Expansion project, SR-98 and Cesar Chavez Boulevard were widened and improved to serve the expansion to the west. Caltrans' SR-98 work between VV Williams and Ollie Avenue was completed in March 2018, and the Cesar Chavez Blvd. Widening was completed in October 2019. Caltrans has completed the design and right of way phase for SR-98 Widening between Rockwood Avenue and Ollie Avenue. On June 24, 2020, CTC authorized construction funding. *The total project cost is estimated at \$6.33 million using a combination of 2016 Earmark Repurposing, Demonstration, and Traffic Congestion Relief funds. The project has a \$1.7 million funding shortfall for which Caltrans is requesting an ICTC contribution of \$200,000, the remaining \$1.5 million shortfall would be covered by various other State funds. At their meeting on September 23, 2020 the LTA Board approved the shortfall of \$200,000 from the 5% state set-aside fund.*
- 10) **FY 2019 Public Transit Fare Analysis:** The Request for Proposal for a consultant for the ICTC FY 2019 Public Transit Fare Analysis was released on March 1, 2019. The project is for professional services to develop a Public Transit Fare Pricing Analysis. This planning document is expected to provide recommendations for the current fares/fee structure and media for the four public transit services under the Imperial Valley Transit brand for the next three to five years. *The final draft will be presented at the January 2021 meeting(s).*
- 11) **Funding for Phase II of the Calexico West Port of Entry:** As previously noted, Congress authorized \$98 million for Phase 1. The U.S. General Services Administration (GSA) began construction for Phase 1 in December 2015 with completion now scheduled for July 2018. Phase 2A was awarded in the amount of \$191million and will include six additional northbound privately-owned vehicle (POV) inspection lanes, permanent southbound POV inspection, expanded secondary inspection and adding a pre-primary canopy, new administration building, and employee parking structure. *Funding for phase 2B is in the President's Budget Proposal in the amount of \$99.7million. Work for phase 2B will include demolition of the old port building and construction of the new pedestrian building. The total estimated cost for phases 2A plus 2B are \$276million. According to GSA Phase 2A is anticipated to be completed Spring 2023.*
- 12) **Calexico Intermodal Transportation Center (ITC):** A new Intermodal Transportation Center in the City of Calexico has been part of ICTC's long range transit planning. The new Calexico ITC will serve as a regional mobility hub that will accommodate bus bays for Imperial Valley Transit in addition to the City of Calexico's private transit operators, taxis and farm labor buses. ICTC received a Congestion Mitigation and Air Quality federal program fund to complete the environmental and design plans of the new Calexico ITC. ICTC staff is in the process of completing the contract award for a consultant firm that will complete the environmental and design phase. Currently, ICTC staff is completing the Caltrans award review process with multiple Caltrans' departments. The ICTC Board adopted the agreement with Psomas on September 26, 2018. *Environmental phase is in progress with consultant team and agency partners, including the City of Calexico, Caltrans and ICTC. The environmental phase is in progress including studies. Next steps: Begin design and property (Right of Way) acquisition process.*
- 13) **Imperial County Regional Climate Action Plan:** Imperial County Regional Climate Action Plan: After the kick-off meeting on June 28, 2019, ICTC established Project Management Procedures and Communication Protocols with the Consultant as well as reviewing the Scope of Work and Schedule. *The consultant is finalizing the DRAFT CAP of the inventory, forecasts, and targets for review and working on the public outreach..*
- 14) **State and Federal funding Obligations:** Projects programmed in programmed in Federal Fiscal Year (FFY) 2019/2020 were fully obligated according to Caltrans Local Assistance. Beginning October 1, 2020, agencies can move forward with request for authorization (RFA) for Congestion Mitigation Air Quality (CMAQ), Surface Transportation Block Grant program (STBG) programmed in FFY 2020/2021. Other state funding also included in the Federal Transportation Improvement Program (FTIP) include the Active Transportation Program (ATP). *See complete project list attached.*

15) **2018 Trade Corridor Enhancement Program:** The Trade Corridor Enhancement Program (TCEP), created by Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), provides approximately \$300 million annually for infrastructure improvements on federally designated Trade Corridors of National and Regional Significance, on the Primary Freight Network, and along other corridors that have a high volume of freight movement. ICTC in partnership with Caltrans and the San Diego Association of Governments (SANDAG) were successful in receiving TCEP funds for Advanced Technology Corridors at the California-Mexico Ports of Entry (POE). The goal project is to implement Intelligent Transportation System (ITS) strategies that will improve border travel delays. Some of the ITS strategies will include Bluetooth and Wi-Fi readers to help track vehicle delays, as well as implement changeable message signs on State Routes to inform border travelers of POE delays. Caltrans will serve as the implementing agency of this project and has an estimated completion date of early 2020. *Caltrans has initiated the environmental phase and preliminary design of the project. TCEP funds will be used in collaboration with the BUILD grant award for the design and construction phases.*

16) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** \$1.5 Billion annually will go to cities and counties for local road improvements. The following are projected annual revenues of RMRA for the FY 20/21. This list of projects for all cities and the county can also be found on the ICTC website at: <http://www.imperialctc.org/senate-bill-1/>

Below are the projected annual revenues for FY 2020/2021. All Imperial County cities and the county are required to submit their list of projects in order to be eligible for funding distribution.

Agency	RMRA Amount FY 2020-2021
Brawley	\$469,831
Calexico	\$725,242
Calipatria	\$132,423
El Centro	\$794,848
Holtville	\$116,508
Imperial	\$342,513
Westmorland	\$42,296
County of Imperial	\$8,185,798
TOTAL	\$10,809,459*

**Estimate source is from the California League of Cities dated May 15, 2020*
<http://californiacityfinance.com/LSR2005.pdf>

17) **California-Baja California Binational Region:** A Fresh Look at Impacts of Border Delays: Building upon previous Caltrans, SANDAG, and ICTC studies, this project will refine the economic models developed to assess economic impacts of delays at the land ports of entry (POEs) between the San Diego and Imperial Counties region and Baja California, Mexico, on the border region economies. It will also estimate greenhouse gas (GHG) emissions of passenger and commercial vehicles due to northbound and southbound border delays at the six California POEs and propose strategies to reduce GHG emissions at the border region. Lastly, extensive outreach to government agencies, local border communities, and private sector stakeholders was conducted. *A final report is scheduled to be completed in the fall of 2020.*

18) **State Legislation for Transportation Funding – SB 1 2018 Local Partnership Program (LPP):** Local Partnership Program is comprised of formulaic program and competitive programs. In FY2017/2018 total amount available statewide is \$200M and distribution is 50/50 for both formulaic and competitive programs. The formulaic program share distributions for the Local Partnership Program were presented at the CTC meeting in December 6-7, 2017. The Imperial County received \$1,632 of Local Partnership Formulaic Program (LPFP) funds in Cycle 1 (\$1,076) and Cycle 2 (\$556) for a total of \$1,632.

List of projects for Imperial County:

Local Partnership Program (LPP) Programing for FY19/20						
Agency	Project Name	LPP Formulaic Funds	Local Match	Total Cost	Project Implementation Fiscal Year	Proposed CTC Programming Date
Brawley	2020 Legion Street Improvements	\$ 209,000	\$ 209,000	\$ 418,000	2019-2020	1/30/2020
Calexico	Scaroni Road Improvements	\$ 305,000	\$ 550,000	\$ 855,000	2019-2020	5/16/2019
Calipatria	Calipatria Date Street Sidewalk Improvement Project	\$ 41,000	\$ 41,000	\$ 82,000	2019-2020	5/16/2019
County	Overlay of Picacho Road from Winterhaven Road to Quechan Drive	\$ 523,000	\$ 523,000	\$ 1,046,000	2019-2020	5/16/2019
Imperial	Aten/Clark Road Improvements	\$ 154,000	\$ 327,000	\$ 481,000	2019-2020	5/16/2019

Local Partnership Program (LPP) Programing for FY20/21						
Agency	Project Name	LPP Formulaic Funds	Local Match	Total Cost	Project Implementation Fiscal Year	Proposed CTC Programming Date
Holtville	Orchard Road/Cedar Avenue	\$ 60,000	\$ 60,000	\$ 120,000	2020-2021	Jun-20
El Centro	Dogwood Road from Villa Road to Commercial Avenue	\$ 339,000	\$ 339,000	\$ 678,000	2020-2021	Jun-20

The following is the link to the 2019 Local Partnership Program guidelines:

http://catc.ca.gov/programs/sb1/lpp/docs/062719+Amended_LPP%20Guidelines.pdf

19) Partnerships with IVEDC:

- a) **Southern Border Broadband Consortium (SBBC):** For FY 2020/2021. SBBC continues to work with local stakeholders to identify, prioritize and advance broadband infrastructure and improvement projects; facilitate and promote broadband education community wide using survey data; work with the Boys and Girls Club of IV and the Workforce Development Board to create Digital Literacy Centers throughout Imperial County; and develop a preferred scenario for 98% deployment in Imperial County and present to the California Advanced Service Fund and the CPUC in 2020. Recent updates to SBBC’s role in the region include a partnership with local healthcare organizations including ECRMC, Pioneers Hospital and Alliance Healthcare to identify telemedicine broadband needs and funding opportunities in Imperial County; working with the California Emerging Technology Fund and the Inland Empire Regional Broadband Consortium as part of a SCAG project to identify transportation broadband strategies to reduce VMT and greenhouse emissions; and working with local internet services providers including AT&T to assist successful applications for funding opportunities with the CPUC in locations such as north County, central Imperial and the Imperial Business Park by end of July 2020.
- b) **The Brawley Transit Corridor Brownfield Assessment:** ICTC in partnership with IVEDC received a U.S. Environmental Protection Agency (EPA) Brownfields Communitywide Assessment Grant award of \$300,000 from the Environmental Protection Agency’s Brownfields Assessment Program. This assessment will be focused along the transit circulator route within the 13-mile Imperial Valley Transit’s (IVTs) Brawley Gold Line Transit Route and the Brawley Transit Center that serves as the IVTs North Imperial County

transfer terminal. The commercial corridors in the target assessment area include over 100 known commercial properties and suspected historical gas station sites with known or suspected underground tanks in the target area. ICTC will be the fiscal agent and has developed an MOU which will define roles and responsibilities (Audits, Administration and Project Management) or ICTC and IVEDC. SCS Engineers have initiated early Tasks that include the Quality Assurance Project Plan (QAPP) and project management plan as required by EPA.

- (1) **The Finnell Property** has 3 parcels. It received DTSC approval on March 8, 2019. Phase 1 and Phase 2 reports have been finalized and 3 underground storage tanks have been excavated and disposed of no further action is required.
- (2) **The Chai Property** has 2 parcels. It received DTSC approval on March 28, 2019. Phase 1 report completion occurred on October 15, 2019 and no further action is required.
- (3) **The Lesicka Property** has 2 parcels. It received DTSC approval on August 29, 2019 and Phase 1 and Phase 2 reports have been finalized and no further action is required.
- (4) **The Dek Property** has 1 parcel. It received DTSC approval on April 22, 2020. Phase 1 was improperly completed by a previous engineering firm. 95% of the re-development was completed when the contractor discovered concerning amounts of underground contamination on site. We stepped in and completed a phase 2 and we are currently assessing the situation while collecting additional soil samples and pending laboratory results.
- (5) **The Pioneers Property** has 3 parcels. It received DTSC approval on May 11, 2020. Phase 1's were completed on all parcels. 1 parcel which is the site of a former Chevron station closed on 1975 will require a phase 2. The Field Sampling Plan was approved and is underway.

FFY20-21 Federal Funded Project Obligation List

Updated on 2/18/2021

Federal funding Obligations: *The following is a list of projects that must submit a Request for Authorization to Caltrans Local Assistance. Projects must obligate (E-76) federal funds in FFY 2020/2021. (Starting October 1, 2020 thru September 30, 2021)*

Agency	Project ID	Project Name	Funding Type	Phase	Federal Amount in FY 2020/21 (in 000's)	Obligation Status
Brawley	IMP190701	Pedestrian and street improvements (paving of dirt road) on Legion Street between State Route 86 and Western Avenue	CMAQ	CON	\$797	Delay on RFA
Calexico	IMP191001	Weakley Street between Scaroni Blvd. and Portico Blvd. (unpaved street)	CMAQ	CON	\$291	Delay on RFA
El Centro	IMP190704	Traffic Signal Synchronization Dogwood Avenue and 8th Street	CMAQ	CON	\$343	E-76 (Obligated)
El Centro	IMP190710	Imperial Avenue Extension Phase II	STBG	CON	\$715	
Holtville	IMP190705	Cedar Avenue Sidewalk Improvements	CMAQ	CON	\$193	
Imperial	IMP190301	2nd Street Rehabilitation and Reconstruction from Old SR-86 to P Street	STBG	CON	\$1,841	
County	IMP190713	Improvements on Main Street Such as widening of existing road t add bike lane, sidewalks, shoulder, curb and gutter from Highway 111 to Memphis Ave. in Niland	CMAQ	PE	\$107	
					\$4,287	

CON- Construction
PE- Design
R/W- Right of Way
RFA- Request for Authorization
CMAQ- Congestion Mitigation Air Quality
STBG- Surface Transportation Block Grant

FY20-21 State Funded Project Obligation List

Updated on 2/18/2021

State Funded Allocations: *The following is a list of projects that must submit a Request for Allocation to Caltrans Local Assistance for State approval during FY 2020/2021 (Starting July 1, 2020 thru June 30, 2021)*

Agency	Project ID	Project Name	Funding Type	Phase	State Amount in FY 2020/21 (in 000's)	Obligation Status
El Centro		Dogwood Road from Villa Road to Commercial Avenue	LPP	CON	\$339	
Holtville		Orchar Road/Cedar Avenue	LPP	CON	\$60	Obligated
County	IMP190716	Sidewalk improvements on Heffernan Avenue from 14th street to 11th street.	ATP	R/W	\$44	
County	IMP190715	Aten Road Bicycle Path Improvements from Dogwood Road to Imperial Valley College in Imperial County.	ATP	CON	\$215	
					\$658	

CON- Construction
PE- Design
R/W- Right of Way
RFA- Request for Allocation
ATP- Active Transportation Program
LPP- Local Partnership Program



SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS
900 Wilshire Blvd., Ste. 1700, Los Angeles, CA 90017
T: (213) 236-1800 www.scag.ca.gov

Memorandum

Date: February 25, 2021
To: ICTC Technical Advisory Committee (TAC) Meeting
From: David Salgado, Regional Affairs Officer (RAO)
Re: **Southern California Association of Government’s (SCAG) Report**

The following is a summary of the SCAG Executive Director’s Report and/or Federal and State Legislature Staff Report for the Imperial County Transportation Commission’s Technical Advisory Committee meeting for the month of February 2021.

- 1. 2021 SCAG Sustainability Awards “Call for Nominations”:** The Southern California Association of Governments (SCAG) is committed to highlighting excellence in sustainable planning and projects in the SCAG Region. These plans and projects are integral to carrying out the goals and policies of Connect SoCal, the 2020-2045 Regional Transportation Plan/Sustainable Communities Strategy, and promote a cleaner, healthier and happier Southern California. Each year, SCAG honors projects that best exemplify the core principles of sustainability with awards.

SCAG is now accepting nominations for plans and projects that use innovative planning to improve the mobility, livability, prosperity and sustainability of our region. Winning nominees will each be honored with a video highlighting their project and a plaque commemorating their accomplishment.

The SCAG Sustainability Awards Program is open to all. Applications from projects that span across agencies, sectors and geographies are welcome to submit a joint entry. Eligible submittals include plans, projects and programs completed or adopted after Jan. 1, 2017, and prior to Feb. 26, 2021. View the award categories, evaluation criteria and examples of past winning projects at scag.ca.gov/sustainabilityawards. **Deadline: Friday, Feb. 26 at 11:59 p.m.**

- 2. SCAG Call for Collaboration 2021:** SCAG is pleased to announce the release of the Call for Collaboration request for proposals. In partnership with California Community Foundation (CCF), SCAG is launching the Call for Collaboration program that will fund the development of community-based policies and plans that help cities and counties reach the 6th Cycle Regional Housing Needs Assessment goals of 1.3 million new housing units across the six-county SCAG region.



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The Call for Collaboration aims to increase community involvement in local planning and housing

initiatives by promoting community-driven, equitable growth strategies. SCAG is dedicating \$1 million of the Regional Early Action Planning state grant to combine with funds from CCF, the Irvine Foundation and other funding partners.

The program will fund several grants for non-profit organizations through two opportunities:

- **Partnership Programs:** Awards of up to \$125,000 to support the expansion and/or implementation of existing plans, initiatives and/or partnerships that promote equitable growth strategies.
- **Spark Grants:** Smaller, capacity-building grants of around \$50,000 to seed new models of collaboration and engagement to support community-driven approaches and partnerships that promote equitable growth strategies.

A wide range of activities are eligible for funding with these planning grants. These include programs or plans designed to promote pro-housing policies, streamline the housing approval process, develop community support for new housing and remove barriers to new housing development. All activities must show a nexus to supporting increased housing production. **The deadline to apply is Tuesday, Feb. 23.**

- 3. 2020 SCAG Sustainable Communities Program (SCP) Grant Program:** SCAG has approved the 2020 SCP grant guidelines. The FY 2020/2021 program will fund projects in the following areas that support and implement the policies and initiatives of the 2020 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS), Connect SoCal: Active Transportation & Safety; Housing and Sustainability; Smart Cities, Mobility Innovation & Transportation Demand Management; and Green Region. The first Call prioritizes Active Transportation & Safety projects, and the second Call prioritizes efforts to increase housing production.

SCAG is pleased to announce the 2020-2021 Sustainable Communities Program (SCP) – Smart Cities & Mobility Innovations Call for Applications is now open to eligible applicants.

The program will provide resources for projects that support the implementation of three Connect SoCal key connections, focusing on smart cities and job centers, go zones, and shared mobility/mobility as a service, to expand upon our mobility ecosystems and advance the region's vision. Application Webinars will be held Monday March 8 and Monday April 5. One to one sessions are also available through April 16 for any interested potential applicants who may need assistance.

- 4. Broadband and Closing the Digital Divide:** SCAG, the California Emerging Technology Fund and the Inland Empire Regional Broadband Consortium are spearheading a study to facilitate broadband planning and deployment as part of transportation projects in the region. Improved broadband deployment, particularly in disadvantaged communities and unserved/underserved rural and urban areas, will support increased use of online learning, telehealth/telemedicine, telecommuting, e-commerce, and e-government, reducing vehicle miles traveled (VMT) and greenhouse gas emissions. This is in addition to other regional efforts to bridge the critical digital divide that has been further exasperated by the onset of teleworking and other localized emergencies which could benefit from increased access to connectivity on the ground and throughout the region.
- 5. SCAG Aerial Imagery Project 2020-21 Update:** After numerous meetings to discuss the potential for SCAG to facilitate a new Aerial Imagery Flyover Project, the County of Imperial has agreed to facilitate a public procurement process. This will allow for more funds to be applied to the project to support the procurement. SCAG has set aside \$250,000 for the project and will increase the support by \$50,000 for a total of \$300,000. The project is currently in the final phases. A meeting was held recently to discuss proposed member contributions in time for budget development. The proposed local contribution amount is attached for review.

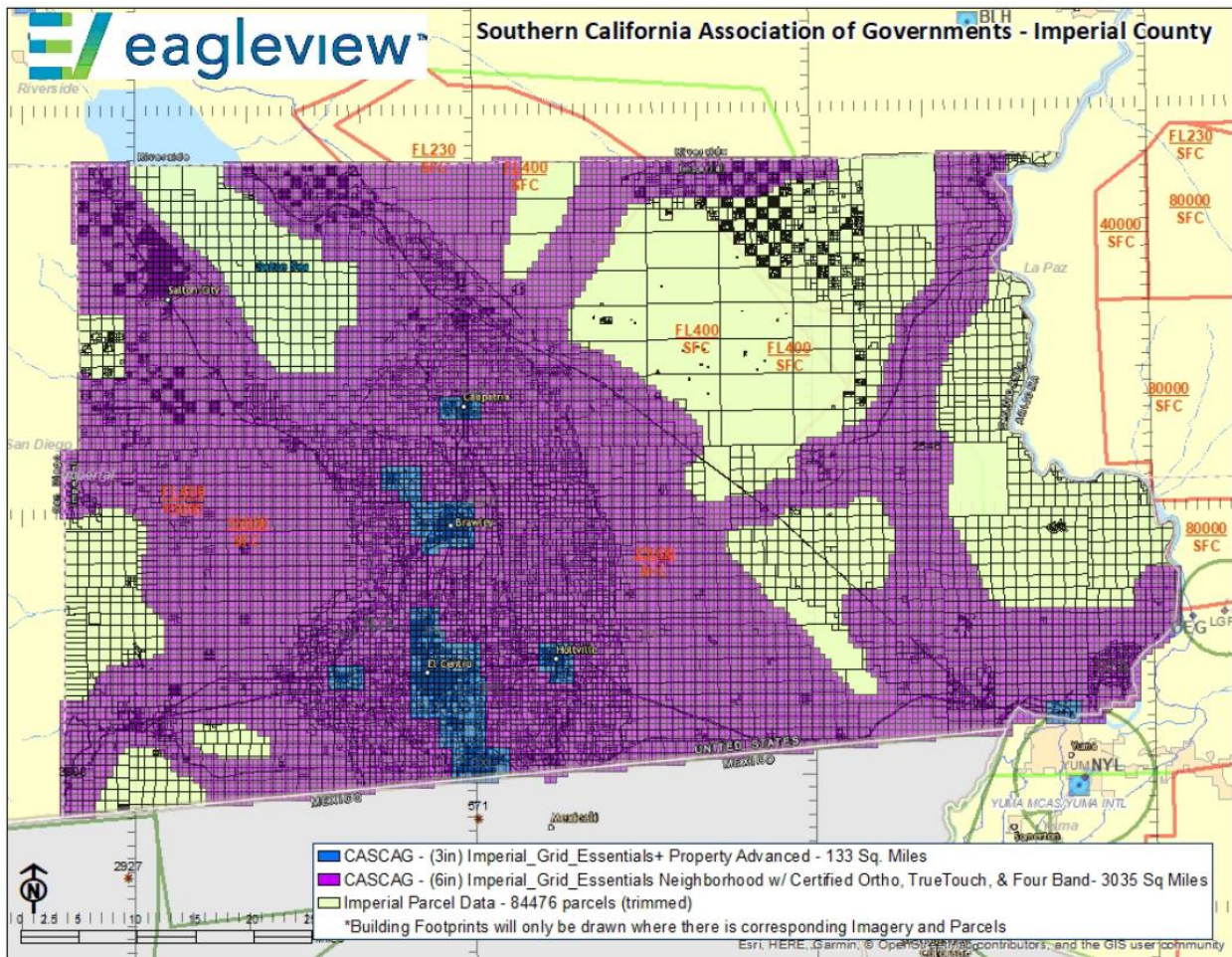
Breakdown of total cost and reserves per project partner:

Entity	Contribution	Contribution
SCAG	\$300,000.00	50.00%
IID	\$120,000.00	20.00%
Imperial County	\$100,000.00	16.67%
ICTC	\$30,000.00	5.00%
LAFCO	\$15,000.00	2.50%
City of El Centro	\$7,675.00	1.28%
City of Calexico	\$6,800.00	1.13%
City of Brawley	\$4,550.00	0.76%
City of Imperial	\$3,250.00	0.54%
City of Calipatria	\$1,275.00	0.21%
City of Holtville	\$1,075.00	0.18%
City of Westmorland	\$375.00	0.06%
Caltrans	\$10,000.00	1.67%
Total	\$600,000.00	100.00%
Cost of 2020 Flight	\$455,465.62	
Reserves for Next Flight	\$144,534.38	

Breakdown of cities total contribution:

City	Percentage Contribution	\$25,000.00
City of El Centro	30.70%	\$7,675.00
City of Calexico	27.20%	\$6,800.00
City of Brawley	18.20%	\$4,550.00
City of Imperial	13.00%	\$3,250.00
City of Calipatria	5.10%	\$1,275.00
City of Holtville	4.30%	\$1,075.00
City of Westmorland	1.50%	\$375.00

Project Map and Main Product Breakdown per area:



- Purple:
 - o 6-inch resolution ortho imagery
- Blue:
 - o 3-inch resolution ortho imagery
 - o 3-inch resolution oblique imagery (~45 degree angle)



**California Department of Transportation (Caltrans) District 11
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE
Imperial County Transportation Commission (ICTC)
Technical Advisory Committee (TAC)
February 25, 2021 meeting**

Contact: Ben Guerrero, Local Area Engineer: Benjamin.Guerrero@dot.ca.gov or 619-985-1492 (cell)

Inactive Projects

Projects must be billed within the specified and agreed-upon timeframe to avoid de-obligation of funds.

As of **February 12, 2021**, the INACTIVE and Future Inactive list was updated. Action is required by the County of Imperial, as well as these six cities: Brawley, Calexico, Calipatria, El Centro, Holtville, Imperial.

February 19, 2021 was the deadline to submit Inactive invoices. District 11 must receive accurate and complete invoices to prevent de-obligation of federal funds! Verify on the "Inactive" link shown below for Inactive Project dates.

Note: An invoice is not cleared from either "Inactive" or "Future Inactive" lists until paid by the State Controller's Office. Provided local agencies adhere to the format described in Chapter 5 of the Local Assistance Procedures Manual (LAPM), invoices typically are paid by check within 60 days of receipt (or 50 days if paid through Electronic Funds Transfer).

A complete list of Inactive Projects – <https://dot.ca.gov/programs/local-assistance/projects/inactive-projects>

Please notify Caltrans with any anticipated submittal date for a forthcoming inactive project invoice. FHWA now requires status updates quarterly. Email the Local Assistance Program Support Analyst, Alma Sanchez, at Alma.Sanchez@dot.ca.gov

January 29, 2021 – Federal Fiscal Year (FFY) 20/21 Requests for Authorization Obligations Due!

Funding Requests for Authorization (RFA) during this federal fiscal year were due by January 29, 2021. Please continue to transmit all RFA submittals at the earliest opportunity for faster funding approvals.

Note the **Obligation Authority (OA) funds for redistribution are dwindling faster than in prior years.** Also, make sure that funds are programmed appropriately.

2021 Local Assistance Publication Updates

Caltrans has released the 2021 *Local Assistance Procedures Manual (LAPM)* as well as updates to the Local Assistance Program Guidelines (LAPG). All changes have been documented in Local Programs Procedures 20-01 (LPP 20-01).

More information is available at this link – localassistanceblog.com/2020/12/28/2021-publication-updates

February 23, 2021 – Assembly Bill (AB) 1012 Cycle 22 Obligation Plan Due!

In Imperial County over \$2.5 million from both the Congestion Mitigation and Air Quality (CMAQ) Improvement Program and Regional Surface Transportation Program (RSTP) are subject to reprogramming on November 1, 2021.

As a reminder, following is the Assembly Bill (AB) 1012 notification letter for federal apportionment balances from federal fiscal year 2019. Under provisions of AB 1012, Regions are required to obligate all federal funds within three years of receiving apportionments. **Annual obligation plans were due to the District 11 Local Assistance Engineer by February 23, 2021.** Please transmit at the earliest opportunity.

The following letter and other documents referenced therein may be downloaded from the website below:

<https://dot.ca.gov/programs/local-assistance/projects/ab1012>

For any questions, contact Peggy Siu: 916-651-6875₂₀



**California Department of Transportation (Caltrans) District 11
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New Federal Lands Access Program (FLAP) Call for Projects (due May 27, 2021)

FHWA posted an announcement calling for new Federal Lands Access Program (FLAP) projects on December 8, 2020. The “FLAPplication” deadline will be May 27, 2021. The outreach plan included webinars to assist tribal and local agencies, as well as Caltrans, with this process.

FLAP funds projects providing access to, are adjacent to, or are located within Federal Lands on facilities maintained or owned by a state, county, local agency or tribal government. Projects accessing high-use Federal recreation sites or Federal economic generators will receive priority. FLAP intends to supplement State, local and tribal resources for public roads, trails, transit systems, and other transportation facilities.

More information is available through the following link, which includes a recorded webcast presentation –

<https://highways.dot.gov/federal-lands/programs-access/ca>

New Invoice Form Required – Effective Immediately (updated August 2020)

Please transmit all invoices on *LAPM* Exhibit 5-A and use the new version from August 2020.

These following links have details with instructions -

<https://dot.ca.gov/programs/local-assistance/projects/local-agency-invoice-process>

<https://forms.dot.ca.gov/v2Forms/servlet/FormRenderer?frmId=LAPM5A>

With any questions, please contact either Ben Guerrero or the Local Assistance Program Support Analyst, Alma Sanchez, via email at Alma.Sanchez@dot.ca.gov or by phone: 619-987-0766.

Temporary Exception for Requiring “Wet” Signatures on Invoices

The current process of requiring wet signatures on invoice documents in order to process for payment is temporarily exempted. Until further notice, scanned copies of invoices will be accepted.

With any questions, please contact either Ben Guerrero or the Local Assistance Program Support Analyst, Alma Sanchez, via email at Alma.Sanchez@dot.ca.gov or by phone: 619-987-0766.

Disadvantaged Business Enterprise (DBE) Supplemental Guidance Extension to June 30, 2021

The U.S. DOT Office of Civil Rights has extended guidance to June 30, 2021 for Disadvantaged Business Enterprise (DBE) program requirements and certification procedures during the public health emergency.

More information is available at the following link –

<http://www.localassistanceblog.com/2020/12/07/5317>

Division of Local Assistance Blog (LAB) – LocalAssistanceBlog.com – The Caltrans LAB provides clarity on issues and contributes to successful delivery of transportation projects using federal resources.

Preparation Schedule for California Transportation Commission (CTC) Allocation Requests

Please review the following schedule of deadlines to send allocation request packages for California Transportation Commission (CTC) approval during the May 12 – 13, 2021 CTC meeting.

**2021 PREPARATION SCHEDULE
CALIFORNIA TRANSPORTATION COMMISSION (CTC) MEETINGS
AGENDA ITEM(S) DUE DATES**

Prepared by:

OFFICE OF CTC LIAISON

DIVISION OF FINANCIAL PROGRAMMING

CALIFORNIA DEPARTMENT OF TRANSPORTATION

As of:

August 2020

<p align="center">2021 California Transportation Commission (CTC) Meeting Schedule</p>	<p align="center">Local Agency Submits Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts</p>	<p align="center">District Submits Off System and On System Requests to HQ Divisions</p>	<p align="center">HQ Divisions Submit Final Off System and On System Requests to Budgets</p>	<p align="center">Final Agenda Language Due From HQ Divisions to Office of CTC Liaison</p>	<p align="center">Final Book Items Due from HQ Divisions to Office of CTC Liaison</p>
<p align="center">Date and Location:</p>	<p align="center">10:00 AM District and CTC</p>	<p align="center">10:00 AM HQ Divisions</p>	<p align="center">5:00 PM Email to Budgets</p>	<p align="center">10:00 AM Email to CTC Liaison OCTCL Email: CTCLiaison@dot.ca.gov</p>	<p align="center">10:00 AM Email to CTC Liaison OCTCL Email: CTCLiaison@dot.ca.gov</p>
Jan 27-28 - Stockton	Mon, Nov 30, 20	Mon, Dec 7, 20	Mon, Dec 14, '20	Fri, Dec 18, '20	Mon, Dec 21, '20
Mar 24-25 - San Diego	Mon, Jan 25, 21	Mon, Feb 1, 21	Mon, Feb 8, '21	Wed, Feb 17, '21	Thu, Feb 18, '21
May 12-13 - San Francisco	Mon, Mar 15, 21	Mon, Mar 22, 21	Mon, Mar 29, '21	Wed, Apr 7, '21	Thu, Apr 8, '21
June 23-24 - Sacramento	Mon, Apr 26, 21	Mon, May 3, 21	Mon, May 10, '21	Wed, May 19, '21	Thu, May 20, '21
Aug 18-19 - Los Angeles	Mon, Jun 21, 21	Mon, Jun 28, 21	Tue, Jul 6, '21	Wed, Jul 14, '21	Thu, Jul 15, '21
Oct 13-14 - Baskerfield	Mon, Aug 16, 21	Mon, Aug 23, 21	Mon, Aug 30, '21	Wed, Sep 8, '21	Thu, Sep 9, '21
Dec 8-9 - Riverside	Mon, Oct 11, 21	Mon, Oct 18, 21	Mon, Oct 25, '21	Wed, Nov 3, '21	Thu, Nov 4, '21

* No Scheduled Meeting in: February, April, July, September and November

Moved - July 4 (Observed)

Moved -Christmas

Moved -Christmas



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When possible, do not wait to submit requests. Caltrans District 11 must receive all documents at least two months prior to the CTC meeting date. Friday, **March 12**, 2021 is the next deadline (for the May 12 – 13, 2021 CTC meeting).

Per the Interim Timely Use of Funds Policy (officially adopted at the December 2 – 3, 2020 CTC meeting), project components that are programmed in Fiscal Year 2019-20 that have not yet allocated:

The deadline to request an allocation was extended from the December 2 – 3, 2020 CTC meeting to the June 23 – 24, 2021 CTC meeting.

This amended Interim Timely Use of Funds Policy allows agencies that need extensions past the extended December deadline to submit new time extension requests for consideration at CTC meetings in January to June 2021.

In addition, per the Interim Timely Use of Funds Policy, projects that received a construction allocation (capital and/or support) at the October 2019, December 2019, or January 2020 Commission meetings:

The contract award deadline will be revised to allow 12 months to award instead of six months. Agencies require no additional action for this extension.

Further information is in an amended Interim Timely Use of Funds Policy online from the following link – <https://catc.ca.gov/-/media/ctc-media/documents/programs/shopp/Amended-TUF-Policy>

At-Risk Preliminary Engineering (PE) – Office Bulletin (OB) 20-03

Caltrans Division of Local Assistance released OB 20-03 on August 11, 2020, with these policy changes:

Except for projects with federal funds that require California Transportation Commission (CTC) allocation (Active Transportation Program, Trade Corridor Enhancement Program, State Transportation Improvement Program, etc.), local agencies may begin reimbursable Preliminary Engineering (PE) work prior to receiving federal authorization for such work, assuming the project and PE phase are included in a federally-approved Federal Statewide Transportation Improvement Program (FSTIP) document or an FSTIP amendment prior to incurring costs. Programming projects in the FSTIP or starting reimbursed work prior to authorization does not necessarily ensure a project is eligible for federal aid reimbursement.

National Environmental Protection Act (NEPA) approval will not occur until subsequent Right of Way and Construction phases are identified as fully funded and programmed in the FTIP.

Further information is in the full Office Bulletin available online at this following link –

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ob/2020/ob20-03.pdf>

Local Roadway Safety Plan (LRSP) Requirement

Highway Safety Improvement Program (HSIP) Cycle 11 (around April 2022) will require a mandatory Local Roadway Safety Plan (or the equivalent) from any agency applying for HSIP project funds.

Details regarding this requirement are available through the following link – dot.ca.gov/programs/local-assistance/fed-and-state-programs/highway-safety-improvement-program/local-roadway-safety-plans

On October 1, 2020, the Federal Highway Administration (FHWA) debuted a new LRSP resource website – <https://safety.fhwa.dot.gov/LRSPDIY>



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New! Electronic Signature-Fillable Exhibit 6-A Preliminary Environmental Study (PES) Form

The Exhibit 6-A Preliminary Environmental Study (PES) Form is now Electronic Signature-fillable. Use a PDF posted on the *Local Assistance Procedures Manual* forms webpage available at this following link –

<https://dot.ca.gov/programs/local-assistance/forms/local-assistance-procedures-manual-forms>

June 30, 2021 – Funds Lapsing – Cooperative Work Agreement (CWA)

The Cooperative Work Agreement (CWA) process began December 21, 2020. In this process, agencies were provided with a list of projects funded with budget authority that expires on June 30, 2021.

For local agencies unable to submit invoices for the expiring funds to Caltrans District 11 by April 1, 2021, consider applying for a CWA. The one-time process extends budget authority for an additional two years.

Per State [Government Code \(GC\) 16304.3](#), an approved CWA is a binding contract or agreement between multiple parties, including the state or other governmental entities, or private nonprofit organizations, for work that cannot be completed for valid and substantial reasons during the period of time for which the funds are available for liquidation, and that meets certain criteria. The unliquidated balance subject to CWA approval shall revert to the fund of origin no later than eight years after the original appropriation.

In summary, the CWA is intended to be a two-year extension of project funding availability before lapsing. Please visit the GC 16304.3 webpage above for additional details. Local agencies must complete the CWA process to avoid lapsing of funds and seek an additional two years of funding availability. Beyond the eight years, which includes the two years extended by a CWA, funding may be at a high risk of reverting to the fund or origin and requiring local agencies to continue selecting projects from local funding sources.

If budget authority assigned to a project lapses, the funding is consequently lost. Failure to complete the project may result in local agency repayment of any state or federal funds already reimbursed to the agency for the project.

Please send specific questions to: [CWA Support – CWASupport @dot.ca.gov](mailto:CWASupport@dot.ca.gov)

New Caltrans Architectural & Engineering (A&E) Oversight Videos (updated on February 4, 2021)

Now available are additional short videos about key topics on the A&E Resources Website –

<https://dot.ca.gov/programs/local-assistance/guidance-and-oversight/consultant-selection-procurement>

Subsidized Classes for Local Agencies – Now Online

Schedule is available at the following link – <http://californialtap.org/index.cfm?pid=1077>

Send any questions to the California Local Technical Assistance Program Center: californialtap@csus.edu

The Active Transportation Resource Center (ATRC) offers customized training at no cost. The following link has more information – <https://caatpresources.org/1502>. To request training, contact ATRC@csus.edu

For questions about additional training opportunities, please contact the District 11 Local Assistance Training Coordinator, Alma Sanchez, via email at Alma.Sanchez@dot.ca.gov or by phone: 619-987-0766.



**California Department of Transportation (Caltrans) District 11
DISTRICT LOCAL ASSISTANCE ENGINEER (DLAE) UPDATE
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Disadvantaged Business Enterprise (DBE) Procedure Updates: Office Bulletin (OB) 20-04

Caltrans Division of Local Assistance OB 20-04, issued on September 4, 2020, has several updates to Disadvantaged Business Enterprise (DBE) procedures to better reflect federal regulation requirements.

For example, *Local Assistance Procedures Manual (LAPM)* Exhibit 9-F must accompany every invoice that involves payment to a DBE subcontractor.

Further information is in the full Office Bulletin available online at this following link –

<https://dot.ca.gov/-/media/dot-media/programs/local-assistance/documents/ob/2020/ob20-04.pdf>

Title VI Nondiscrimination Program – An Additional Requirement and Training for Local Agencies

A reminder for local agencies to comply with all Title VI requirements. See *Local Assistance Procedures Manual (LAPM)* Section 9.2, Title VI of the Civil Rights Act of 1964 (Title VI) and Related Statutes:

Title VI and the additional nondiscrimination requirements are applicable to all programs and activities administered by a recipient, in addition to programs receiving federal financial assistance, due to the Civil Rights Restoration Act of 1987. Nondiscrimination provisions apply to all programs and activities of federal-aid recipients, subrecipients, and contractors, regardless of tier (49 CFR part 21).

Effective September 17, 2020, all local agencies are required to insert the clause from Appendix E of the Title VI Assurance in each federal-aid contract. U.S. Department of Transportation Order No.1050.2 requires Appendix E, which is not included in Exhibit 4-C: Master Agreement – Administering Agency-State Agreement for Federal-Aid Projects. All local agencies must include the provisions indicated in Appendices A – E of the Title VI Assurances in all federal-aid contracts between an agency and a contractor.

The requirements also include providing and maintaining the following, as detailed in *LAPM* Section 9.2: Title VI Nondiscrimination Statement, Assurances (as part of the Master Agreement and Program Supplement Agreement), Designation of a Title VI Coordinator, Complaint Procedures, Data Collection, Training, Limited English Proficiency (LEP) accessibility, Dissemination of Information, Contracts and Agreements, Environmental Justice, Public Hearings and Meetings, Right-of-Way activities, Construction Contract Compliance, Monitoring, and others.

Note that an agency is subject to Title VI program and compliance review at any time.

Link to guidance for Title VI complaints - dot.ca.gov/programs/local-assistance/guidance-and-oversight/title-vi

A Frequently Asked Questions (FAQ) document linked below has further details related to the September 17, 2020, requirement to include Appendix E of the Title VI Assurances in federal-aid contracts and agreements - localassistanceblog.com/2020/10/29/frequently-asked-questions-faq-new-resource-for-appendix-e-of-the-title-vi-assurances

Quality Assurance Program (QAP) – Renewal for 2021

The schedule on the following page lists due dates for all eligible agencies in Imperial County.

As a reminder, Quality Assurance Program (QAP) approval expires in 2021 for the County of Imperial.

Updated QAP packages must be submitted to the Local Area Engineer, Ben Guerrero. Otherwise, no Construction funding authorization requests will be processed.

QUALITY ASSURANCE PROGRAM (QAP)

UPDATED BY A. SANCHEZ ON FEBRUARY 2, 2021

Agency	QAP Current	QAP Expires	
BRAWLEY	10/10/2019	10/10/2024	
CALEXICO	4/9/2020	4/9/2025	
CALIPATRIA	7/14/2019	7/14/2024	
COUNTY OF IMPERIAL	9/14/2016	9/14/2021	
EL CENTRO	5/28/2020	5/28/2025	
HOLTVILLE	7/14/2019	7/14/2024	
IMPERIAL (CITY)	1/9/2017	1/9/2022	
ICTC	1/9/2020	1/9/2025	
WESTMORLAND	9/25/2020	9/25/2025	