



**1503 N. IMPERIAL AVENUE, SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
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## **TRANSPORTATION COMMISSION AGENDA**

**LARGE CONFERENCE ROOM  
1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243**

**WEDNESDAY, JUNE 28, 2023  
6:00 PM**

**CHAIR: MIKE GOODSSELL**

**VICE CHAIR: LUIS PLANCARTE**

In compliance with the Brown Act and Government Code Section 54957.5, agenda materials distributed 72 hours prior to the meeting, which are public records relating to open session agenda items, will be available for inspection by members of the public prior to the meeting on the Commission's website: [www.imperialctc.org](http://www.imperialctc.org).

In compliance with the Americans with Disabilities Act, Government Code Section 54954.2 and the Federal Transit Administration Title VI, please contact the Secretary to the Commission at (760) 592-4494 if special assistance is needed to participate in a Commission meeting, including accessibility and translation services. Assistance is provided free of charge. Notification of at least 48 hours prior to the meeting time will assist staff in assuring reasonable arrangements can be made to provide assistance at the meeting.

Join Zoom Meeting at <https://us06web.zoom.us/j/82575251903?pwd=cWNGYWJob0E3MjZCdII1Y1Jsd0lsZz09>

To participate via phone, please dial 669-444-9171 and enter the following information:

Meeting ID: 825 7525 1903

Passcode: 345794

### **I. CALL TO ORDER AND ROLL CALL**

### **II. EMERGENCY ITEMS**

A. Discussion / Action of emergency items, if necessary.

### **III. PUBLIC COMMENTS**

This is an opportunity for members of the public to address the Commission on any subject matter within the Commission's jurisdiction, but not an item on the agenda. Any action taken because of public comment shall be limited to direction to staff. Each speaker should contact the Secretary to the Commission at (760) 592-4494 or by email to [cristilerna@imperialctc.org](mailto:cristilerna@imperialctc.org). When addressing the Commission, state your name for the record prior to providing your comments. Please address the Commission as a whole, through the Chairperson. Individuals will be given three (3) minutes to address the Commission; groups or topics will be given a maximum of fifteen (15) minutes. Public comments will be limited to a maximum of 30 minutes. If additional time is required for public comments, they will be heard at the end of the meeting. Please remember to follow the Public Comment Code of Conduct: No profanity or obscenity, yelling or screaming, no slander or defamatory statements, no personal threats, or attacks, no hateful or demeaning language based on hate of a person's race, religion, sexual orientation, ethnicity, gender, or disability, respect all people that are present or watching, obey the direction of the Chair and Secretary to the Commission.

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

**IV. CONSENT CALENDAR**

- A. ICTC Commission Minutes: May 24, 2023 Pages 5-21
- B. Receive and file:
1. ICTC Management Committee Minutes: May 10, 2023
  2. ICTC TAC Minutes: May 25, 2023
  3. ICTC SSTAC Minutes: May 3, 2023
- C. Federal Transit Administration (FTA) Section 5310 Grant Program for Elderly and Disabled Transportation Services FY22-23 ICTC grant application Page 23

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorize the Executive Director or his designee to submit an FTA 5310 FY22-23 Grant, execute all required documents and any amendments with the California Department of Transportation for the continued funding of the Regional Mobility Coordination Program.
2. Authorize the ICTC Chairperson to sign the attached resolution
3. Direct staff to forward the FTA 5310 Grant Application and associated documentation to the California Department of Transportation.

**V. ACTION CALENDAR**

- A. Draft ICTC Overall Work Program (OWP) and Budget, Fiscal Year 2023-2024 Page 27

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Adopt the Draft ICTC Overall Work Program (OWP) and Budget for FY 2023/24.

- B. Grant Writing and Transportation Improvement Programs Support – Services Contract Award – COH Associates, Inc. Page 38

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the award of the Services Agreement for Grant Writing and Transportation Improvement Programs Support Services – to COH and Associates, Inc. in the amount of \$150,000 for fiscal years 2023/24 to 2025/26.
2. Authorize the Chairperson to sign the Services Agreement.

- C. Amendment to the Agreement between the Imperial County Transportation Commission (ICTC) and Nomad Transit, LLC (Via) for the operation of the Calexico Microtransit Service funded by the Clean Mobility Options (CMO) Voucher Pilot Program Page 58

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the First Modification to the agreement between ICTC and Nomad Transit, LLC (VIA) for the Calexico On Demand service in the amount of \$245,579 modifying the total contract value to \$1,498,875. The modification is contingent upon receipt of said additional funding.
2. Authorize the Executive Director to sign Modification No. 1.

- D. FY 2023-24 Eighth Revision to Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5 Page 63

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorize the Chairperson to sign the Eighth Extension to 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 continued implementation and operation of a regional connector bus service (YCAT **Turquoise** #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT **Blue** #5) effective July 1, 2023 through June 30, 2024 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$210,000.00.

#### **VI. REPORTS** (Up to 5 minutes per staff report)

- A. ICTC Executive Director
  - Executive Director Report on page 66
- B. Southern California Association of Governments
  - See attached report on page 73
- C. California Department of Transportation – District 11
  - See attached report on page 77
- D. Commission / Committee Member Reports (if any)

#### **VII. MEETING DATE AND PLACE**

- A. The next meeting of the **Imperial County Transportation Commission** will be held on **Wednesday, July 12, 2023, at 6:00 p.m.**, at the ICTC Offices located at 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243 and remotely via Zoom Meeting.

#### **VIII. ADJOURNMENT**

# IV. CONSENT CALENDAR

## IV. CONSENT CALENDAR

- A. ICTC Commission Minutes: May 24, 2023
- B. Receive and file:
  - 1. ICTC Management Committee Minutes: May 10, 2023
  - 2. ICTC TAC Minutes: May 25, 2023
  - 3. ICTC SSTAC Minutes: May 3, 2023

**IMPERIAL COUNTY TRANSPORTATION COMMISSION**  
**MINUTES FOR May 24, 2023**  
**6:00 p.m.**

**VOTING MEMBERS PRESENT:**

City of Brawley	George Nava
City of Calipatria	Maria Nava-Froelich
City of Calexico	Raul Ureña
City of El Centro	Martha Cardenas-Singh
City of Imperial	Robert Amparano
City of Holtville	Mike Goodsell
City of Westmorland	Ana Beltran (zoom)
County of Imperial	Absent
County of Imperial	Luis Plancarte
Imperial Irrigation District	Absent

**STAFF PRESENT:** David Aguirre, Virginia Mednoza, Cristi Lerma, Gustavo Gomez, Maricela Galarza, Angela Delgadillo

**OTHERS PRESENT:** Eric Havens: Counsel; Rafael Reyes, Ann Fox: Caltrans; David Salgado: SCAG, Rebecca Terrazas Baxter: County of Imperial, Esperanza Colio-Warren: City of Calexico, Kelly Watts, Analay Castillo: Stantec

**PUBLIC:** Rebecca Lemon, Daniela Flores

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, May 24, 2023, together with staff reports and related documents attached thereto and incorporated therein by reference.

**I. CALL TO ORDER AND ROLL CALL**

Chair Goodsell called the Commission meeting to order at 6:06 p.m. Roll call was taken, and a quorum was present.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

- Daniela Flores, the Executive Organizer from the Imperial Valley Equity and Justice Coalition, expressed her appreciation for the Budget Workshop and looks forward to all projects. She stated that she had some questions about the budget workshop and will speak to David Aguirre about those.

**IV. CONSENT CALENDAR**

- |    |                                    |                |
|----|------------------------------------|----------------|
| A. | ICTC Commission Minutes:           | April 26, 2023 |
| B. | Receive and File:                  |                |
| 1. | ICTC Management Committee Minutes: | April 12, 2023 |
| 2. | ICTC TAC Minutes:                  | April 27, 2023 |
| 3. | ICTC SSTAC Minutes:                | April 5, 2023  |

A motion was made by Nava and seconded by Nava-Froelich to approve the consent calendar as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes

City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Zoom
Imperial Irrigation District	Absent

**Motion Carried.****V. ACTION CALENDAR****A. IMPERIAL VALLEY TRANSIT (IVT) – Fixed Route Transit Services Operating Agreement, Fiscal Year 2023-24 - Extension 2**

The ICTC Management Committee met on April 12, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorized the Chairperson to sign extension #2 to the operating agreement with First Transit Inc. for the continued operation of Imperial Valley Transit, effective July 1, 2023:
  - a. IVT Fixed Route - For the period July 1, 2023, through June 30, 2024, the annual not to exceed subsidy is set at \$4,189,334.
  - b. IVT Blue and Green Lines - For the period July 1, 2023, through June 30, 2024, the annual not to exceed subsidy is set at \$672,437.
  - c. IVT Gold Line - For the period July 1, 2023, through June 30, 2024, the annual not to exceed subsidy is set at \$350,094.

A motion was made by [Nava-Froelich](#) and seconded by [Plancarte](#) to approve Action A as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Zoom
Imperial Irrigation District	Absent

**B. IVT ACCESS – ADA Paratransit Service Operating Agreement Fiscal Year 2023-24 – Extension 2**

The ICTC Management Committee met on April 12, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorized the Chairperson to sign extension #1 to the operating agreement with First Transit Inc. for the continued operation of IVT ACCESS, effective July 1, 2022:
  - a. For the period July 1, 2023, through June 30, 2024, the annual not to exceed subsidy is set at \$1,641,553.

A motion was made by [Amparano](#) and seconded by [Nava-Froelich](#) to approve Action B as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Zoom
Imperial Irrigation District	Absent

C. IVT RIDE – Senior/Paratransit Dial-A-Ride Service Operating Agreement Fiscal Year 2023-24 – Extension 2

The ICTC Management Committee met on April 12, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorized the Chairperson to sign extension #2 to the operating agreement with First Transit Inc. for the continued operation of IVT RIDE, effective July 1, 2023:
  - a. For the period July 1, 2023, through June 30, 2024, the annual not to exceed subsidy is set at \$1,788,823.

A motion was made by [Nava-Froelich](#) and seconded by [Plancarte](#) to approve Action C as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Zoom
Imperial Irrigation District	Absent

D. IVT MEDTRANS – Non-emergency Transportation to Medical Facilities in San Diego Service Operating Agreement Fiscal Year 2023-24 – Extension 2

The ICTC Management Committee met on April 12, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorized the Chairperson to sign extension #1 to the operating agreement with First Transit Inc. for the continued operation of IVT METRANS, effective July 1, 2023: For the period July 1, 2023, through June 30, 2024, the annual not to exceed subsidy is set at \$594,554.

A motion was made by [Nava-Froelich](#) and seconded by [Amparano](#) to approve Action D as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Zoom
Imperial Irrigation District	Absent

E. Transportation Development Act (TDA) Triennial Performance Audit Findings, Responses, Action Plan and Authorization to Submit Audits to Appropriate Agencies

The ICTC Management Committee met on May 10, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Received and filed the TDA Triennial Performance Audit(s) for the Imperial County Transportation Commission, Imperial Valley Transit (IVT), IVT Ride, IVT Access, IVT Ride, and the YCAT East County Service.
2. Directed staff to transmit the performance audit(s) to Caltrans and other state agencies as required.

A brief presentation was provided by Kathy Chambers regarding the Transportation Development Act (TDA) Triennial Performance Audit Findings, Responses, and Action Plan.

A motion was made by [Nava-Froelich](#) and seconded by [Amparano](#) to approve Action E as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Zoom
Imperial Irrigation District	Absent

F. ICTC Zero Emission Bus Plan - California Air Resources Board (CARB) Innovative Clean Transit (ICT) Rollout Plan

The ICTC Management Committee met on May 10, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Approved and adopted the ICTC CARB ICT Rollout Plan.
2. Authorized staff to file all necessary documents on behalf of ICTC pertaining to the California Air Resources Board Innovative Clean Transit Regulation.



A brief presentation was given by Analy Castillo from Stantec explaining the ICTC Zero Emission Bus Plan - California Air Resources Board (CARB) Innovative Clean Transit (ICT) Rollout Plan.

A motion was made by Ureña and seconded by Nava-Froelich to approve Action F as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Zoom
Imperial Irrigation District	Absent

G. Unmet Transit Needs Public Hearing Process - Fiscal Year 2023-24

The ICTC Management Committee met on May 10, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Adopted the FY 2023-24 "Findings" and the prioritized 2023 ICTC Unmet Transit Needs List as presented or amended.
2. Authorized the Chairman to sign the attached resolution.
3. Directed staff to forward the FY 2023-24 "Findings", and all other public hearing documentation and resolution to the State Department of Transportation.
4. Adopted the definition of "Unmet Transit Needs" and "Reasonable to Meet" as published and utilized by the Executive Committee of the Southern California Association of Governments (SCAG) in 1981 and the Imperial Valley Association of Governments (IVAG) in 1992.

A motion was made by Plancarte and seconded by Nava-Froelich to approve Action G as presented, roll call:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Yes
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Plancarte	Yes
County of Imperial Hawk	Absent
City of Westmorland	Absent
Imperial Irrigation District	Absent

## VI. REPORTS

- A. ICTC Executive Director
- As a part of the IVT Free Fares Program, ICTC will continue to provide free fares to the public until further notice.
  - Bus Stop Improvement Project, which will include the installation of bus shelters and other amenities throughout various cities is anticipated to be completed in FY 2023-24

- Staff will be working on an EV charger installation project that will include multiple cities throughout the county. This is projected to be completed in FY 2023-24
  - The Calexico microtransit program, Calexico on Demand service had a celebration event in May. Currently, the average number of passengers per day is 170, with 231 being the highest. The program recently received \$500k that will be used to expand the use of another vehicle.
  - The next IMBA meeting is scheduled to be held in Imperial County on June 8, 2023. More details to come.
  - All other updates are on the Executive Director report on page 375 of the agenda.
- B. Southern California Association of Governments (SCAG)
- Great attendance at the General Assembly, thank you for your participation!
  - Toolbox Tuesday was held on May 16, 2023. The topic was GIS Modeling and analytics in regional planning.
  - The public input effort for Connect SoCal 2024 continues with the goal of having a draft by the end of the year with approval in May at the General Assembly.
  - REAP 2.0 has \$220 million available for housing and housing planning, several presentations have been made to the TAC committee.
  - A GIS training will be held at the end of June in Imperial County.
  - Go Human materials are available.
  - A big thank you to SCAG and Commissioner Luis Plancarte for honoring our very own Angela Delgadillo, a recipient of the 2023 SCAG Scholarship Program.
  - All other updates are on the SCAG report on page 383 of the agenda.
- C. California Department of Transportation (Caltrans)- District 11
- Deputy of External Affairs, Caridad Sanchez, was present and introduced by Ms. Fox.
  - Nikki Tiongco was recently promoted as the South County and Trade Corridor Director, effective June 1. She will oversee all border programs.
  - SR-98 Widening project stage 2 is still underway. Paving and stripping should be completed in early June.
  - I-8 Colorado River Bridge rehab continues. Road closures are anticipated for May 30-31.
  - New deadline for Clean California Local Grant Program Cycle 2: May 31, 2023.
  - All other updates are on the Caltrans report on page 387 of the agenda.
- D. Commission Member Reports
- Updates were provided by various commissioners.
- VII. The next meeting will be on June 28, 2023, at 6:00 p.m. at the ICTC Offices, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243, and via Zoom Meeting for the public.
- VIII. **ADJOURNMENT**
- A. Meeting Adjourned at 7:48 p.m.

**IMPERIAL COUNTY TRANSPORTATION COMMISSION  
MANAGEMENT COMMITTEE  
MINUTES OF May 10, 2023  
10:30 a.m.**

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**VOTING MEMBERS PRESENT:**

City of Brawley	Tyler Salcido
City of Calexico	Esperanza Colio-Warren
City of Calipatria	Absent
City of El Centro	Cedric Ceseña
City of Holtville	Nick Wells
City of Imperial	Dennis Morita
County of Imperial	Miguel Figueroa
County of Imperial	Absent
Imperial Irrigation District	Absent
City of Westmorland	Absent
ICTC	Virginia Mendoza for David Aguirre

**STAFF PRESENT:** Cristi Lerma, Gustavo Gomez, Angela Delgadillo

**OTHERS PRESENT:** Sam Amen, Patrick Jenkins, Rafael Reyes, Hanh-Dung Khuu, Bryan Ott, Maria Ibarra: Caltrans, Frank Marquez, Kathy Chambers: Moore & Associates, David Salgado: SCAG, Analay Castillo: Stantec, Britt Strottman, Paul Starita: Singleton Schreiber, Katherine Boniface: Group Delta

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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, May 10, 2023, together with staff reports and related documents attached thereto and incorporated therein by reference.

**I. CALL TO ORDER AND ROLL CALL**

Chair Colio-Warren called the meeting to order at 10:35 a.m., roll call was taken, and a quorum was present.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

There were none.

**IV. CONSENT ITEMS**

A motion was made by [Salcido](#) seconded by [Ceseña](#) to approve the consent calendar as presented; Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Absent
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent

City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried.**

## V. ACTION CALENDAR

- A. Transportation Development Act (TDA) Triennial Performance Audit Findings, Responses, Action Plan and Authorization to Submit Audits to Appropriate Agencies

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

1. Received and filed the TDA Triennial Performance Audit(s) for the Imperial County Transportation Commission, Imperial Valley Transit (IVT), IVT Ride, IVT Access, IVT Ride, and the YCAT East County Service.
2. Directed staff to transmit the performance audit(s) to Caltrans and other state agencies as required.

A brief presentation was provided by Kathy Chambers regarding the Transportation Development Act (TDA) Triennial Performance Audit Findings, Responses, and Action Plan.

A motion was made by [Ceseña](#) seconded by [Morita](#) to approve Action A. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Absent
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried.**

- B. ICTC Zero Emission Bus Plan - California Air Resources Board (CARB) Innovative Clean Transit (ICT) Rollout Plan

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

1. Approved and adopted the ICTC CARB ICT Rollout Plan.
2. Authorized staff to file all necessary documents on behalf of ICTC pertaining to the California Air Resources Board Innovative Clean Transit Regulation.

A brief presentation was given by Analy Castillo from Stantec explaining the ICTC Zero Emission Bus Plan - California Air Resources Board (CARB) Innovative Clean Transit (ICT) Rollout Plan.

A motion was made by Wells seconded by Colio-Warren to approve Action B. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Absent
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried.**

C. Unmet Transit Needs Public Hearing Process - Fiscal Year 2023-24

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

1. Adopted the FY 2023-24 "Findings" and the prioritized 2023 ICTC Unmet Transit Needs List as presented or amended.
2. Authorized the Chairman to sign the attached resolution.
3. Directed staff to forward the FY 2023-24 "Findings", and all other public hearing documentation and resolution to the State Department of Transportation.
4. Adopted the definition of "Unmet Transit Needs" and "Reasonable to Meet" as published and utilized by the Executive Committee of the Southern California Association of Governments (SCAG) in 1981 and the Imperial Valley Association of Governments (IVAG) in 1992.

A motion was made by Figureroa seconded by Salcido to approve Action C. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Absent
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried.**

D. Fund Request to the Local Transportation Authority (LTA) and Caltrans Fund Exchange – State Route 98 between Ollie and Rockwood Avenues

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

1. Approved the allocation of funding in the amount of \$1,000,000 for the right-of-way funding shortfall for the SR-98 Widening Project between Ollie and Rockwood Avenues, from the LTA 5% Regional Highway Set-Aside and,
2. Authorized the Executive Director to execute the necessary agreements between Caltrans and the Imperial County Transportation Commission.

A motion was made by **Morita** seconded by **Ceseña** to approve Action D. Roll call was taken:

Agency	Roll Call
City of Brawley	Yes
City of Calipatria	Absent
City of Calexico	Yes
City of El Centro	Yes
City of Holtville	Yes
City of Imperial	Yes
County of Imperial Figueroa	Yes
County of Imperial Terrazas-Baxter	Absent
City of Westmorland	Absent
Imperial Irrigation District	Absent

**Motion carried.**

## VI. REPORTS

### A. ICTC Executive Director

- Ms. Mendoza had the following updates:
  - o Calexico Microtransit Service-Calexico on Demand: The service has averaged 150 passengers per day since the removal of the free fares and has been well received. A service celebration ceremony has been scheduled for May 11, 2023, in the city of Calexico.
  - o Imperial Mexicali Binational Alliance (IMBA): The next IMBA meeting is scheduled in Imperial County on June 8, 2023.
  - o Calexico East Port of Entry Bridge Widening Project: This project is pending the receipt of the presidential permit to be able to be completed.
  - o All ICTC Executive Directors updates can be found on page 370.

### B. Southern California Association of Governments (SCAG)

- o SCAG released REAP 2.0 Call for Applications for Housing Infill for Private and Public Land Pilot Program open through July 10<sup>th</sup>.
- o Toolbox Tuesday on May 16<sup>th</sup>. GIS Modeling and analytics in regional planning.
- o Public Outreach process is ongoing for Connect SoCal Plan. There is a survey open to the public to provide feedback.

### C. Caltrans Department of Transportation – District 11

- Mr. Reyes had the following updates:
  - o SR-98 Widening Project: Stage 2 is nearing completion. The target completion date is May 22<sup>nd</sup>. Stage 3 is planned to follow about a week later.
  - o I-8 Colorado River Bridge Rehab: There are some night closures that are planned from May 14<sup>th</sup> to May 18<sup>th</sup>.
- Mr. Ott had the following updates:

- May 31, 2023- New Deadline: Clean California Local Grant Program Cycle 2
- All Caltrans updates can be found on page 377.

**VII. PRESENTATION**

- A. Due to no quorum present at the beginning of the meeting, the presentation was moved to the beginning of the meeting. A brief presentation was given by Imperial Irrigation District on Per-and Polyfluoroalkyl (PFAS) “The Forever Chemical”.

- VIII.** The next meeting is scheduled for **June 14, 2023, at 10:30 a.m.** at Imperial County Transportation Commission office and via Zoom Meeting for non-voting members and the public.

**IX. ADJOURNMENT**

Meeting adjourned at 12:12 p.m.



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

## TECHNICAL ADVISORY COMMITTEE MINUTES

**May 25, 2023**

**Present:**

Phillip Ramirez	City of Brawley
George Galvan	City of Calipatria
Felix De Leon	City of El Centro
Adriana Anguis	City of Holtville
Jesus Villegas	City of Imperial
Veronica Atondo	County of Imperial
Manuel Ortiz	Imperial Irrigation District

**Others:**

David Aguirre	ICTC
Virginia Mendoza	ICTC
Marlene Flores	ICTC
Angela Delgadillo	ICTC
Ana Gutierrez	City of Brawley
Andrea Montano	City of El Centro
Andres Miramontes	City of El Centro
Marco Coronel	City of Imperial
Ismael Garcia	County of Imperial
Adolfo Garcia	County of Imperial
Robin Owen	Caltrans
Byran Ott	Caltrans
Rafael Reyes	Caltrans
Alejandro Lopez	Caltrans
David Salgado	SCAG
Manuel Ortiz	Imperial Irrigation District

1. The meeting was called to order at 10:02 a.m. A quorum was present, and introductions were made. There were no public comments made.
2. A *motion* was made to adopt the minutes for April 27, 2023 ([Atondo/Anguis](#)) **Motion Carried.**
3. **Project Implementation Process-Federal & State Funds**  
(Presented by: ICTC Staff)
  - ICTC provided a flowchart that illustrates the process of implementation of federal and state-funded projects. The flowchart was designed as a tool for local agencies and counties



to highlight key processing and decision points from start to finish.  
For any questions, please contact Virginia Mendoza at [virginiamendoza@imperialctc.org](mailto:virginiamendoza@imperialctc.org) or  
Marlene Flores at [marleneflores@imperialctc.org](mailto:marleneflores@imperialctc.org)

#### 4. ICTC Updates / Announcements

(Presented by ICTC Staff)

##### a. Transit Planning Updates

- As a part of the IVT Free Fares Program, ICTC will continue to provide free fares to the public until further notice.
- Bus Stop Improvement Project, which will include the installation of bus shelters and other amenities throughout various cities is anticipated to be completed in FY 2023-24
- Staff will be working on an EV charger installation project that will include multiple cities throughout the county. This is projected to be completed in FY 2023-24
- The Calexico microtransit program, Calexico on Demand service had a celebration event in May. Currently, the average number of passengers per day is 170, with 231 being the highest. The program recently received \$500k that will be used to expand the use of another vehicle.
- The next IMBA meeting is scheduled to be held in Imperial County on June 8, 2023. More details to come.

##### b. Transportation Planning Updates

- **CRRSAA Funds:**
  - CRRSAA non-STIP SOF has been approved by the CTC and is available for distribution.
  - If you have not already requested these funds from the District, the forms can be found in the link below ([Attachment B- Allocation form, CRRSAA Finance Letter & ePPR](#)): <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/crrsaa/crrsaa-process>
  - The request does not need to go to a CTC meeting for approval and thus can be done at any time. These funds need to be allocated by **June 30, 2024**.
- **Long Range Transportation Plan:**
  - Website: <https://ictc-lrtp2023.org/>
- **2023 Local Transportation Climate Adaption Program Guidelines:**
  - This is a new program that provides competitive grants to local agencies for the development and implementation of *capital projects adapting local transportation infrastructure to climate change*.
  - The PROTECT Program provides California with approximately **\$252.5 million dollars over five years through 2026** with funds for resilience improvements that protect surface transportation assets.
  - **Matching Requirements:** The Local Transportation Climate Adaptation Program requires a **20% non-federal match**.
  - **Deadline for Project Nominations: July 31, 2023**, Please find attached page 5 from the guidelines that include the program schedule
  - **Guidelines** were adopted on May 18, 2023, Visit the CTC website link: <https://catc.ca.gov/-/media/ctc->

[media/documents/programs/lcap/adopted-2023-lcap-guidelines-ally.pdf](https://media/documents/programs/lcap/adopted-2023-lcap-guidelines-ally.pdf)

**5. Caltrans Updates / Announcements:**

*(Presented by: Rafael Reyes and Robin Owen)*

- June 9, 2023 is the deadline to submit Inactive invoices or justification.
- January 31, 2023 – Federal Fiscal Year (FFY) 22/23 Requests for Authorization Obligations Due! Please submit RFA packages as soon as possible.
- May 31, 2023 Clean California Local Grant Program – Cycle 2 Call for Projects Applications Due: <https://cleancalifornia.dot.ca.gov/local-grants/local-grant-program>
- June 7, 2023 – Local Assistance Day Statewide Webinar (8:30 – 11:30)
- Preparation Schedule for California Transportation Commission (CTC) Allocation Requests: Friday, June 16, 2023, is the final deadline (for that August 16-17, 2023, CTC meeting).
- Projects with Lapsing Project End Dates (PED: On May 1, 2023 the list of active Project End Dates (PED) was updated.
- A complete PED list – <https://dot.ca.gov/programs/local-assistance/projects/projects-with-expiring-end-dates>
- Reconnecting Communities: “Highways to Boulevards” Pilot Program: A call for projects and further details will be posted soon via this link – <https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/rc-h2b>
- July 10, 2023 – Deadline for Safe Streets & Roads for All (SS4A) Grant Program
- July 14, 2023 – California Community Response Initiative to Strengthen Emergency Systems Grant
- August 1, 2023 – FHWA Deadline for Wildlife Crossings Pilot Program (WCPP)
- August 18, 2023 –USDOT Deadline for PROTECT Discretionary Grant Program
- June 1, 2023 – Annual Deadline for *Local Assistance Procedures Manual* Exhibits 9-B & 9-C!
- Nationally Significant Federal Lands and Tribal Projects (NSFLTP) Program: FHWA is anticipating the next call for applications in summer 2023 – <https://highways.dot.gov/federal-lands/programs/significant>

**6. SCAG Updates / Announcements:**

*(Presented by: David Salgado)*

- Great attendance at the General Assembly, thank you for your participation!
- Toolbox Tuesday was held on May 16, 2023. The topic was GIS Modeling and analytics in regional planning.
- The public input effort for Connect SoCal 2024 continues with the goal of having a draft by the end of year with approval in May at the General Assembly.
- REAP 2.0 has \$220 million available for housing and housing planning, several presentations have been made to the TAC committee
- A GIS training will be held at the end of June in Imperial County.
- GoHuman materials are available.

**7. Cities and County Planning / Public Works Updates:**

- Each jurisdiction gave their update.

**8. General Discussion / New Business**

No new business was discussed.

Next TAC meeting will be June 22, 2023, via Zoom for the public and in person at the ICTC offices.

ICTC TAC 05/25/23

Meeting adjourned at 11:19 a.m.



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

## **SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

### **MINUTES**

April 05, 2023

#### Present

#### Voting Attendees:

Ted Ceasar	Consumer
Mike Hack	Consumer
Kathleen Lang	California Health & Wellness
Priscilla Lopez	Workforce & Economic Development
Karina Leon	Access to Independence
SaraENZ	Area Agency on Aging (AAA)
Cristina Leal	ARC- Imperial Valley
Gustavo Gomez	CTSA-ICTC

#### Non-Voting Attendees:

Cesar Sanchez	IVT
Kathy Chambers	Moore Associates
Kitty Gay	Imperial County Public Health
Michelle Soto	CCS
James Dalske	IVC
Toure Netters	Caltrans
Angela Delgadillo	ICTC
Esperanza Avila	ICTC

1. Dr. Lang called the meeting to order at 10:01 a.m. **A quorum was present.**
2. Introductions were made.
  - Hybrid meeting.
3. Minutes were adopted for March 01, 2023. ([Hack](#), [Ceasar](#)), **Motion Carried.**
4. CTSA Reports:

Mr. Gomez had the following updates:

- Continuing to assist in sign-ups for IVT Ride and Access via phone.
- Unmet Transit Needs (UTN) Public hearing on April 06, 2023
- Staff attended an event during February, Senior Health Fair at Holtville, and Imperial Gardens

- On February 16<sup>th</sup>, ICTC Staff presented an IVT presentation at Villa De La Flores Senior Apartments in Calexico.
- On March 15th, ICTC staff will attend the Niland Children's Fair, and on March 17, IVC Transitions Fair

5. Transit Operator FY 2022-23 Reports:

Imperial Valley Transit

- There is a slight increase in ridership as time goes by.

IVT Access

- Ms. Pacheco mentioned that the service is running as usual.
- Community event at the Senior Apartments in Imperial and in Holtville, April 06, 2023

IVT Ride

- Ms. Aguilar stated that the service is running as usual and mentioned some of the events that IVT Ride participated in the last month.

IVT MedTrans

- Mr. Guillen mentioned that service hours are the same and both buses are available. It is in response to demand.

6. General Discussion

- Mr. Gomez stated Calexico on demand is now charging. The wait time has increased due to high demand. Additionally, he said they are considering bringing in more vehicles.

7. Adjournment

- The meeting adjourned at 10:19 a.m.
- The next meeting will be held on Wednesday, May 03, 2023, at the Imperial County Transportation Commission Office, 1503 N. Imperial Ave., Suite 104, El Centro, CA 92243.

## IV. CONSENT CALENDAR

### IV. CONSENT CALENDAR

- C. Federal Transit Administration (FTA) Section 5310 Grant Program for Elderly and Disabled Transportation Services FY22-23 ICTC grant application
1. Authorize the Executive Director or his designee to submit an FTA 5310 FY22-23 Grant, execute all required documents and any amendments with the California Department of Transportation for the continued funding of the Regional Mobility Coordination Program.
  2. Authorize the ICTC Chairperson to sign the attached resolution
  3. Direct staff to forward the FTA 5310 Grant Application and associated documentation to the California Department of Transportation.



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

June 16, 2023

Mike Goodsell, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Avenue, Suite 104  
El Centro, CA 92243

SUBJECT: Federal Transit Administration (FTA) Section 5310 Grant Program for Elderly and Disabled Transportation Services FY22-23 ICTC grant application

Dear Commission Members:

Caltrans administers a federal grant program primarily designed for non-profit agencies to acquire vehicles and other related equipment in support of social service and transit services. The program is designed for non-profit agencies that provide or are capable of providing social services transportation. It is first competitive locally and then again on a statewide basis.

Historically, the FTA 5310 program was limited to rolling stock bus purchases and replacements, however, the program is continuing to include funding for operation expenses and mobility management program functions.

It is the staff's recommendation to continue our Regional Mobility Coordination program and submit a funding request for a fourth time, one (1) application for FTA 5310 funding. The applications are due to Caltrans approximately August 2023. The grant approval process is expected to be completed by Caltrans in the winter of 2023.

The funding is anticipated to cover the loaded cost of staff and activities to maintain the Regional Mobility Coordination Program.

The Regional Mobility Coordinator position and administrative staff proposed will be responsible to assist the implementation in the following programs:

1. Continue the implementation of the consultant prepared *2021 Human Services – Public Transit Coordinated Plan*, which included to using a bilingual Mobility Coordinator to bridge the gap between current public transit service providers, human service agencies, social service agencies and the senior citizen and disabled communities of Imperial County.

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

2. Continue the implementation of the recommendations that the consultant prepared, *2014 ADA Certification and Eligibility Process, Demand Management Project*. This includes the eligibility and certification process for the Americans with disabilities paratransit service known as IVT Access.
3. Continue to promote, facilitate, educate, and help streamline transition between transportation services particularly for seniors and people with disabilities including scheduling mobility training.

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorize the Executive Director or his designee to submit an FTA 5310 FY22-23 Grant, execute all required documents and any amendments with the California Department of Transportation for the continued funding of the Regional Mobility Coordination Program.
2. Authorize the ICTC Chairperson to sign the attached resolution
3. Direct staff to forward the FTA 5310 Grant Application and associated documentation to the California Department of Transportation.

Sincerely,



David Aguirre  
Executive Director

DA/cl



**RESOLUTION # \_\_\_\_\_ OF  
THE IMPERIAL COUNTY TRANSPORTATION COMMISSION (ICTC)**

**AUTHORIZING THE FILING OF APPLICATIONS FOR FEDERAL TRANSPORTATION FUNDING, WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR ASSISTANCE AS AUTHORIZED BY 49 U.S.C. CHAPTER 53, TITLE 23 UNITED STATES CODE; UNDER FTA SECTION 5310**

**WHEREAS**, the U. S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital projects for non-urbanized public transportation systems under Section 5310 of the Federal Transit Act (**FTA C 9070.1G**); and

**WHEREAS**, the California Department of Transportation (Department) has been designated by the Governor of the State of California to administer Section 5310 grants for transportation projects that enhance mobility of seniors and individuals with disabilities; and

**WHEREAS**, ICTC desires to apply for said financial assistance to permit "mobility management" programs to integrate and coordinate existing public transportation services with other transportation providers in order to increase the availability of transportation services; and

**WHEREAS**, ICTC will ensure the programming of the FTA 5310 funds in the Federal Transportation Improvement Program (FTIP); and

**WHEREAS**, ICTC has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies); and

**NOW, THEREFORE, BE IT RESOLVED AND ORDERED** that the ICTC does hereby authorize Executive Director or his designee, to file and execute applications on behalf of ICTC with the Department to aid in the financing of capital projects pursuant to Section 5310 of the Federal Transit Act (**FTA C 9070.1G**), as amended.

1. That Executive Director or his designee, is authorized to execute and file all certification of assurances, contracts or agreements or any other document required by the Department.
2. That Executive Director or his designee, is authorized to provide additional information as the Department may require in connection with the application for the Section 5310 projects.
3. That the Executive Director or his designee, is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5310 project(s).

**PASSED AND ADOPTED** at a regular meeting of the Imperial County Transportation Commission held on **June 28, 2023**.

By: \_\_\_\_\_  
Chairman

ATTEST:

By: \_\_\_\_\_  
CRISTI LERMA  
Secretary to the Commission

## V. ACTION CALENDAR

- A. Draft ICTC Overall Work Program (OWP) and Budget, Fiscal Year 2023-2024
  - 1. Adopt the Draft ICTC Overall Work Program (OWP) and Budget for FY 2023/24.



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

June 16, 2023

Mike Goodsell, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Avenue, Suite 104  
El Centro, CA 92243

SUBJECT: Draft ICTC Overall Work Program (OWP) and Budget, Fiscal Year 2023-2024

Dear Commission Members:

The previous fiscal year of 2022/2023 was a productive year for ICTC in our growth to implement capital projects and our growth as a Council of Governments (COG) for non-transportation programs as well as the work completed in our Regional Transportation and Transit programs. This new Fiscal Year's budget (FY 2023/24) of \$37 million is the second largest budget since ICTC's inception. This is due in part to the addition of capital grant award funds of \$27.5 million for the Calexico East Bridge Widening project, and other state and federal grant awards. The following are some of our key milestones and accomplishments over this past year.

- Began the development of the Long Range Transportation Plan (LRTP). The LRTP will provide ICTC with regional transportation infrastructure priorities;
- Successfully implemented a City/County staff Technical Advisory Committee for the Imperial Valley Resource Management Agency specifically for the coordination of recycling programs and local agency responsibilities;
- Completed the design and began the construction efforts for the Design-Build contract of \$20 million for the Calexico East Port of Entry Bridge Widening Project;
- Completed the procurement of Construction Management and Material Testing services for the Calexico East Port of Entry Bridge Widening Project, services are currently underway;
- Coordinated the re-start of the SR-86 Border Patrol Checkpoint Expansion project with Border Patrol committing to an estimated \$2.5 million of the costs necessary to complete the project in late 2023;
- ICTC completed its California Air Resources Board (CARB) compliant zero-emission bus plan for all public transit services;
- ICTC completed its Transportation Development Act (TDA) Triennial Performance Audit for not only ICTC as the Regional Transportation Planning Agency (RTPA) but also all of its Imperial Valley Transit affiliated services and its partnership with YCIPTA and the Quechan Tribe for the Turquoise and Blue Routes.
- Completed the development of a new Imperial Valley Transit (IVT) Riders Guide.
- Submitted a grant application to complete Bus Stop Improvements throughout the County.

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

- Completed the allocation of over \$2 Million dollars to complete roadway improvements to Evan Hewes/East Main Street between Dogwood Road and Highway 111. The projects will be completed in partnership with the city of El Centro and the County of Imperial.
- Successfully implemented a new internal accounting system.
- Completed the FY 2023-24 Unmet Needs process, and in February 2024 staff will kick off the FY 2024/25 Unmet Needs process;
- Completed \$700k free fares program for all public transit services. Reimplemented a new free fares program for all public transit services with the exception of Calexico on Demand.
- For FY 2022/23, managed and administered distribution of \$20 Million in Measure D (half-cent sales tax) revenues for member agency road projects, and regional transit and highway projects;
- Completed the design for the Calexico Intermodal Transit Center and we will continue Right of Way acquisition in partnership with the City of Calexico during Fiscal Year 2022-23, and pursuit of construction funding estimated at \$12.5 million;
- With the assistance of state and federal grant funds, your ICTC team continues to successfully implement “Pandemic Safety Protocols” to ensure safety, sanitation, and protections on our buses for our transit users, transit bus operators and staff; and,
- ICTC implemented the operation of its four-year micro transit demonstration service (Calexico On-Demand). The service was placed in operation in January 2023 and is servicing approximately 170 passengers per day.

The OWP and Budget is divided into multiple sections: the Budget Summary, and the core programs of Regional Transportation Planning and Programming, Transit Operations, Planning and Program Management, Regional Collaboration and the incorporation of the SAFE and IVRMA programs. Our Budget Summary contains all the program overviews and projections and is intended to provide a general understanding of ICTC’s budgeted activities and programs for the coming fiscal year. The total ICTC Budget is estimated at \$37 million that will maintain our key services and programs; ICTC salaries and benefits; ICTC’s administration and operation costs; the 105-person transit operations staff (bus drivers, dispatchers, supervisors, mechanics, and operation managers) and related contract costs. The FY 23-24 budget includes a sizable expenditure associated with the Calexico East Port of Entry Bridge Widening Project. The \$37 million budget amount does not include Measure D revenues, or state and federal funds allocated for state highways, local roads and bridges in Imperial Valley.

This budget proposes ICTC staffing of twelve (12) full-time positions (two are grant funded limited term) to manage the programs and services described in this budget. The full-time positions include three Office Technicians, one Secretary/Clerk to Commission, one Administrative Analyst, one Mobility Coordinator, one Mobility Coordinator/Transit Planner, one transportation planner position, two Program Managers responsible for: Regional Transportation Planning and Programming, and Transit Planning, Programming, Contracts and Transit Service Administration, agency administration; a IVRMA Project Manager, and the Executive Director.

The budget includes funding for consultant and vendor services to continue to support the ICTC, and the Service Authority for Freeway Emergencies (SAFE) administrative functions, i.e., accounts payable, accounts receivable, payroll, various program and fiscal audits, and support services for legal counsel, planning and project programming. This budget does not include the contract services and administrative functions of the Imperial County Local Transportation Authority (LTA).

A workshop was conducted on May 24, 2023, and input was received from members of the Commission and the Management Committee.

The Draft Imperial County Transportation Commission (ICTC) FY 2023/2024 Overall Work Plan (OWP) and Budget is hereby presented for your review and recommendation prior to finalization for approval to our ICTC Board. Our Draft OWP and Budget is balanced and provides for development and implementation of vital transportation projects and programs for our region.

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Adopt the Draft ICTC Overall Work Program (OWP) and Budget for FY 2023/24.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Aguirre', with a stylized flourish at the end.

David Aguirre  
Executive Director

FY 2023-24 ICTC OVERALL WORK PROGRAM																	
Projected Revenues																	
	1	2	3	4	5	6	7		8	9	10	11	12	13	14		
	FEDERAL				SUBTOTAL	TOTAL				STATE				SUBTOTAL	TOTAL		
A	Federal Transit Admin 5307 Urban - FTA	2023-24	\$4,592,514		\$4,592,514			A	State Transit Assistance - STA		2023-24	\$1,168,822	\$1,168,822				
B								B	Transportation Development Act - TDA		2023-24	\$6,700,000					
C	Federal Transit Admin 5310 MMP - FTA	2022-24	\$195,812		\$195,812			C	Transit Buses Reserves			\$3,000,000					
D	Federal Transit Admin 5311 Rural - FTA	2022-23	\$490,576		\$490,576			D	Carry Over 2022-23			\$125,333	\$9,825,333				
E	Federal Transit Admin 5339a - Bus Shelter Improvements	2023-24	\$280,000		\$280,000			E	State of Good Repair - SGR		2019-23	\$1,360,530	\$1,360,530				
F	Carbon Reduction Program - CRP	2023-24	\$403,000		\$403,000			F	Low Carbon Transit Operation Program - LCTOP		2016-19	\$728,052					
G								G			2021-23	\$815,407	\$1,543,459				
H	EPA - Brownfields	2016-17	\$18,098		\$18,098			H	Public Transportation Modernization, Improvement & Service Enhancement Account - PTMISEA			\$89,354	\$89,354				
I	Better Utilizing Investments to Leverage Development - BUILD	2017-18	\$5,538,607		\$5,538,607			I	Subregional Partnership - SRP		2023-24	\$274,133	\$274,133				
J								J	Clean Mobility Opportunity - CMO		2021-22	\$750,000	\$750,000				
K	Surface Transportation Block Grant Program - STBG	2023-24	\$2,000,000		\$2,000,000			K	Trade Corridor Enhancement Program - TCEP		2019-20	\$5,174,300					
L						\$13,518,607		L			2020-21	\$55,124	\$5,229,424				
	LOCAL								Active Transportation Program - ATP		2023-24	\$1,073,000	\$1,073,000				
M								M	Service Authority for Freeway Emergencies - SAFE		2023-24	\$200,000	\$200,000				
N	Fare Revenue	2023-24	\$0		\$0			N									
O	On Hand / Interest	2023-24	\$701,248		\$701,248			O	Regional Early Action Planning - REAP 2.0		2023-24	\$1,000,000	\$1,000,000				
P	LTA 2% and 5%	2023-24	\$2,177,762		\$2,177,762			P	PUC - Broadband		2023-26	\$200,000	\$200,000				
Q	SCAG / IVRMA / Member contr	2023-24	\$234,300		\$234,300	\$3,113,310		Q	Planning, Programming & Monitoring - PPM		2023-24	\$258,000	\$258,000	\$22,972,055			
R	TOTAL							R						\$39,603,972			
	1	2	3	4	5	6	7		8	9	10	11	12	13	14		
Projected Expenditures																	
	Service	Cost	Estimated Fares	On Hand / Int balance	BUILD PPM / CMO EPA / PUC / TCEP	LTA 2% & 5% SAFE / SRP	SCAG/IVRMA Member Contr ATP		LCTOP SGR PTMISEA	FTA Sec 5310 Sec 5339	FTA Sec 5307 CRP / STBG	#7079 STA AB 2551	FTA Sec 5311 REAP	#7076 LTF SB325	Total Subsidy		
S	Regional Transit Services																
	Total	\$ 10,146,945	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ 716,205	\$ -	\$ 4,292,514	\$ 1,168,822	\$ 490,576	\$ 2,728,828	\$ 10,146,945		
T	Local Transit Services																
	Total	\$ 2,170,730	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ -	\$ 99,202	\$ -	\$ -	\$ -	\$ -	\$ 1,821,528	\$ 2,170,730		
U	Transit Capital Vehicles																
	Total	\$ 4,360,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,360,530	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 4,360,530		
V	Transit Capital Construction/Facilities																
	Clx E Port Bridge Widening	\$ 11,225,635	\$ -	\$ -	\$ 10,768,031	\$ 457,604	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,225,635		
W	Acquisitions -IVT Yard/Charging Stn	\$ 854,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280,000	\$ 403,000	\$ -	\$ -	\$ 171,000	\$ 854,000		
X	SR-86 Border Patrol Check point	\$ 846,778	\$ -	\$ -	\$ -	\$ 846,778	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 846,778		
Y	Calexico ITC	\$ 2,901,052	\$ -	\$ -	\$ -	\$ -	\$ 1,073,000	\$ 728,052	\$ -	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 100,000	\$ 2,901,052		
Z	Total	\$ 15,827,465	\$ -	\$ -	\$ 10,768,031	\$ 1,304,382	\$ 1,073,000	\$ 728,052	\$ 280,000	\$ 403,000	\$ -	\$ 1,000,000	\$ 271,000	\$ 15,827,465			
AA	Transit Facility Maintenance																
	Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000		
BB	Transit / Planning Misc																
	Total	\$ 212,734	\$ -	\$ -	\$ -	\$ 123,380	\$ -	\$ 89,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 212,734		
CC	STBG Regional Project																
	Total	\$ 2,500,000	\$ -	\$ -	\$ -	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ 2,000,000	\$ -	\$ -	\$ -	\$ 2,500,000		
DD	ICTC Transit Admin/Operations	\$ 1,103,533	\$ -	\$ 135,000	\$ -	\$ -	\$ 127,020	\$ -	\$ -	\$ 195,812	\$ -	\$ -	\$ -	\$ 645,701	\$ 1,103,533		
EE	ICTC Transit Plans/Programs	\$ 1,332,488	\$ -	\$ 428,143	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 604,345	\$ 1,332,488		
FF	ICTC Regional Planning	\$ 1,071,496	\$ -	\$ 129,152	\$ 258,000	\$ 274,133	\$ 107,280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 302,931	\$ 1,071,496		
GG	ICTC Regional Collaboration	\$ 218,098	\$ -	\$ -	\$ 218,098	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 218,098		
HH	ICTC SAFE	\$ 208,953	\$ -	\$ 8,953	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 208,953		
II	Total	\$ 3,934,568	\$ -	\$ 701,248	\$ 476,098	\$ 474,133	\$ 234,300	\$ -	\$ -	\$ 195,812	\$ 300,000	\$ -	\$ -	\$ 1,552,977	\$ 3,934,568		
JJ	ICTC Transit Fleet - Capital Reserve																
	Revenue Stabilization/Operating Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
KK	Bikes and Peds Art 3																
		\$ 201,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201,000	\$ 201,000		
MM	Total	\$ 39,603,972	\$ -	\$ 701,248	\$ 11,994,129	\$ 2,151,895	\$ 1,307,300	\$ 2,993,343	\$ 475,812	\$ 6,995,514	\$ 1,168,822	\$ 1,490,576	\$ 9,825,333	\$ 39,603,972			

FY 2023-24 ICTC TRANSIT & CAPITAL PROGRAMS FINANCE PLAN																			
Projected Revenues																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15				
	<u>FEDERAL</u>							<u>STATE</u>							<u>SUBTOTAL</u>		<u>TOTAL</u>		
A	Federal Transit Admin 5307 Urban - FTA							State Transit Assistance - STA							\$1,168,822				
B	Federal Transit Admin 5310 MMP - FTA							Transportation Development Act - TDA							\$6,700,000				
C	Federal Transit Admin 5311 Rural - FTA							Transit Buses Reserves							\$3,000,000				
D	Federal Transit Admin 5339a - Bus Shelter Improvements							Carry Over 2022-23							\$125,333		\$9,825,333		
E	Carbon Reduction Program - CRP							State of Good Repair - SGR							\$1,360,530		\$1,360,530		
F								Low Carbon Transit Operation Program - LCTOP							\$728,052 \$815,407		\$1,543,459		
G	<u>LOCAL</u>							Public Transportation Modernization, Improvement & Service Enhancement Account - PTMISEA							\$89,354		\$89,354		
H	Fare Revenue							Clean Mobility Opportunity - CMO							\$750,000		\$14,737,498		
I	On Hand / Interest - various funds																		
J	LTA 2% and 5%																		
K	SCAG / IVRMA / Member contr																		
L	<b>Total</b>																<b>\$22,605,800</b>		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15				
Projected Expenditures																			
	Service	Cost	Estimated Fares	On Hand / Int balance	CMO CRP	LTA 2% & 5%	SCAG/IVRMA Member Contributions	LCTOP SGR	FTA Sec 5339	FTA Sec 5310	FTA Sec 5307	#7079 STA AB 2551	FTA Sec 5311	#7076 LTF SB325	Total Subsidy				
M	<b>SERVICES</b>																		
N	CWTS IVT	\$ 5,399,760	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 539,976	\$ -	\$ -	\$ 2,629,683	\$ -	\$ 77,680	\$ 2,152,421	\$ 5,399,760				
O	CWTS IVT Blue/Green	\$ 755,478	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,332	\$ -	\$ -	\$ 377,739	\$ -	\$ -	\$ 366,407	\$ 755,478				
P	CWTS IVT Gold	\$ 392,915	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,858	\$ -	\$ -	\$ -	\$ -	\$ 385,057	\$ -	\$ 392,915				
Q	CWTS IVT ACCESS	\$ 1,935,145	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 96,756	\$ -	\$ -	\$ 942,416	\$ 868,134	\$ 27,839	\$ -	\$ 1,935,145				
R	Calexico Pilot Transit Line	\$ 750,000	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000				
S	YCAT #5 and #10	\$ 210,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210,000	\$ 210,000				
T	IVT MedTrans	\$ 703,647	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,283	\$ -	\$ -	\$ 342,676	\$ 300,688	\$ -	\$ -	\$ 703,647				
	Total	\$ 10,146,945	\$ -	\$ -	\$ 750,000	\$ -	\$ -	\$ 716,205	\$ -	\$ -	\$ 4,292,514	\$ 1,168,822	\$ 490,576	\$ 2,728,828	\$ 10,146,945				
U	IVT RIDE	\$ 2,170,730	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 99,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,821,528	\$ 2,170,730				
V	Total	\$ 2,170,730	\$ -	\$ -	\$ -	\$ 250,000	\$ -	\$ 99,202	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,821,528	\$ 2,170,730				
W	<b>Vehicles</b>																		
X	Bus Replacements	\$ 4,360,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,360,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 4,360,530				
	Total	\$ 4,360,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,360,530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000,000	\$ 4,360,530				
Y	<b>Acquisition</b>																		
Z	Zero Emissions Charging Stations	\$ 504,000	\$ -	\$ -	\$ 403,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 101,000	\$ 504,000				
AA	IVT Bus Stops	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ 70,000	\$ 350,000				
	Total	\$ 854,000	\$ -	\$ -	\$ 403,000	\$ -	\$ -	\$ -	\$ 280,000	\$ -	\$ -	\$ -	\$ -	\$ 171,000	\$ 854,000				
BB	<b>Construction</b>																		
CC	SR-86 Border Patrol Checkpoint	\$ 846,778	\$ -	\$ -	\$ -	\$ 846,778	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 846,778				
DD	Calexico ITC PE&D	\$ 828,052	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 728,052	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 828,052				
	Total	\$ 1,674,830	\$ -	\$ -	\$ -	\$ 846,778	\$ -	\$ 728,052	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ 1,674,830				
EE	<b>Maintenance</b>																		
FF	EI Centro 7th /State Transfer Terminal	\$ 55,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 55,000	\$ 55,000				
GG	Brawley (5th/Plaza) Transfer Terminal	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ 50,000				
HH	Calexico (3rd/Paulin) Transfer Terminal	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000				
II	EC Regional bus stop maintenance	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000				
JJ	Imperial Transfer Terminal	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000	\$ 20,000				
KK	Benches and Shelters	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 75,000	\$ 75,000				
	Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250,000	\$ 250,000				
LL	<b>Miscellaneous</b>																		
MM	PTMISEA grant	\$ 89,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 89,354				
NN	Forrester/Westmorland Bypass Project Study	\$ 119,459	\$ -	\$ -	\$ -	\$ 119,459	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 119,459				
	Total	\$ 208,813	\$ -	\$ -	\$ -	\$ 119,459	\$ -	\$ 89,354	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 208,813				
OO	ICTC Transit Admin/Operations	\$ 1,103,533	\$ -	\$ 135,000	\$ -	\$ -	\$ 127,020	\$ -	\$ -	\$ 195,812	\$ -	\$ -	\$ -	\$ 645,701	\$ 1,103,533				
PP	ICTC Transit Plans/Programs	\$ 1,332,488	\$ -	\$ 428,143	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -	\$ -	\$ 604,345	\$ 1,332,488				
QQ	ICTC Regional Planning/Programs	\$ 302,931	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 302,931	\$ 302,931				
RR	Total	\$ 2,738,952	\$ -	\$ 563,143	\$ -	\$ -	\$ 127,020	\$ -	\$ -	\$ 195,812	\$ 300,000	\$ -	\$ -	\$ 1,552,977	\$ 2,738,952				
SS	ICTC Transit Fleet - Capital Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
TT	Revenue Stabilization/ Operating Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
UU	Bikes and Peds Art 3	\$ 201,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 201,000	\$ 201,000				
VV	<b>Total</b>	<b>\$ 22,605,800</b>	<b>\$ -</b>	<b>\$ 563,143</b>	<b>\$ 1,153,000</b>	<b>\$ 1,216,237</b>	<b>\$ 127,020</b>	<b>\$ 2,993,343</b>	<b>\$ 280,000</b>	<b>\$ 195,812</b>	<b>\$ 4,592,514</b>	<b>\$ 1,168,822</b>	<b>\$ 490,576</b>	<b>\$ 9,825,333</b>	<b>\$ 22,605,800</b>				

FY 2023-24      PRIOR YEAR BUDGET COMPARISON - ADMINISTRATION, OPERATIONS AND PLANNING							
	Regional Transit		TRANSIT FY 19-20	TRANSIT FY 20-21	TRANSIT FY 21-22	TRANSIT FY 22-23	TRANSIT FY 23-24
	1	2	3	4	5	6	7
REVENUES							
A	430000	On hand balance / interest revenue	\$ 448,250	\$ 627,179	\$ 670,107	\$ 580,240	\$ 563,143
B	446010	Local Transportation Funds - TDA	\$ 1,278,216	\$ 1,032,051	\$ 1,026,874	\$ 1,359,123	\$ 1,250,047
C	456145	FTA 5307 Urbanized Area	\$ -	\$ -	\$ -	\$ -	\$ 300,000
D	456040	FTA 5310 Mobility Coordination Program	\$ 144,000	\$ 199,323	\$ 143,915	\$ 150,121	\$ 195,812
E	493000	Local - Member Agency Contributions, SCAG/IVRMA Reimbursements and Reimbursements for Services Provided	\$ 27,130	\$ 137,570	\$ 133,013	\$ 114,347	\$ 127,020
F Total Revenues			\$ 1,897,596	\$ 1,996,123	\$ 1,973,909	\$ 2,203,831	\$ 2,436,022
EXPENDITURES							
Administration and Operations							
G	501000 / 525010	Administrative Staffing and Support	\$ 701,435	\$ 811,676	\$ 796,912	\$ 792,065	\$ 748,433
H	501140	Stipend	\$ 5,850	\$ 4,440	\$ 3,500	\$ 2,500	\$ 3,800
I	517055	Insurance - Liability	\$ 103,334	\$ 129,785	\$ 176,000	\$ 239,450	\$ 175,000
J	522000	Memberships, office exp, communications, IT, fuel and maintenance	\$ 38,000	\$ 31,100	\$ 35,800	\$ 39,200	\$ 41,000
K	526000	Legal notices, interpretive services	\$ 5,000	\$ 2,000	\$ 2,000	\$ 2,000	\$ 1,200
L	528000	Rents, leases and utilities	\$ 63,600	\$ 64,500	\$ 65,350	\$ 63,200	\$ 71,100
M	530005	Regional Plans/Project Coordination, Webinars, Sp Dept Exp	\$ 4,500	\$ 3,000	\$ 4,500	\$ 6,000	\$ 8,000
N	531040	Training/Travel Expense	\$ 27,000	\$ 12,000	\$ 16,000	\$ 22,000	\$ 25,000
O	549000	Equipment	\$ 62,000	\$ 5,000	\$ 30,000	\$ 30,000	\$ 30,000
P Administration and Operations Subtotal			\$ 1,010,719	\$ 1,063,501	\$ 1,130,062	\$ 1,196,415	\$ 1,103,533
Professional and Specialized Projects and Services							
Q	525010	Legal Services and Consultation	\$ 20,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
R	525010	Payroll Vendor Fees	\$ 8,300	\$ 8,550	\$ 8,000	\$ 9,000	\$ 10,716
S	525010	Website Consultation (www.imperialctc.org)	\$ 6,600	\$ 5,810	\$ 1,500	\$ 1,500	\$ 4,000
T	525070	Accufund, COI Overhead Treasurer, Auditor Controller GSA	\$ 15,000	\$ 21,000	\$ 20,444	\$ 11,174	\$ 15,299
U	525090	CPA/auditors (external)	\$ 137,227	\$ 148,083	\$ 121,796	\$ 142,371	\$ 118,399
V	525010	HR Consultant	\$ 15,000	\$ -	\$ -	\$ -	\$ -
W	525030	PM, Engineering Review and Support / CPS	\$ 200,000	\$ 300,000	\$ 373,357	\$ 243,847	\$ 382,860
X	525010	Transit Operator Drug and Alcohol Audits	\$ 12,000	\$ 12,000	\$ 12,000	\$ 13,131	\$ 13,131
Y		Subtotal	\$ 414,127	\$ 510,443	\$ 552,097	\$ 436,023	\$ 559,405
Z	525010	2017 IVT Bus Stop Inventory (Phase III)	\$ 17,831	\$ -	\$ -	\$ -	\$ -
AA	525010	Comprehensive Operational Analysis	\$ -	\$ -	\$ -	\$ -	\$ 375,000
BB	525010	Coordinated Public Transit and Human Services Transportation Plan	\$ -	\$ 125,000	\$ 35,710	\$ -	\$ -
CC	525010	2017 IVT Bus Operations Facility Eval	\$ 161,040	\$ 161,040	\$ 161,040	\$ 149,393	\$ 149,393
DD	525010	2018 Regional Transit Fare Analysis	\$ 149,379	\$ 91,139	\$ -	\$ -	\$ -
EE	525010	Bus Stop Signage	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
FF	525010	TDA Guidebook Update	\$ 99,500	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
GG	525010	Zeb Plan	\$ -	\$ -	\$ -	\$ 200,000	\$ 118,690
HH	525010	Passenger Statistical Summary	\$ -	\$ -	\$ -	\$ 127,000	\$ 35,000
II	525010	Update to the Short Range Transit Plan (SRTP)	\$ -	\$ -	\$ -	\$ -	\$ -
JJ		Subtotal	\$ 472,750	\$ 422,179	\$ 291,750	\$ 571,393	\$ 773,083
KK Professional and Specialized Projects and Services Subtotal			\$ 886,877	\$ 932,622	\$ 843,847	\$ 1,007,416	\$ 1,332,488
LL Total Expenditures			\$ 1,897,596	\$ 1,996,123	\$ 1,973,909	\$ 2,203,831	\$ 2,436,022



FY 2023-24      PRIOR YEAR BUDGET COMPARISON - ADMINISTRATION, OPERATIONS AND PLANNING							
	Regional Planning		PLANNING FY 19-20	PLANNING FY 20-21	PLANNING FY 21-22	PLANNING FY 22-23	PLANNING FY 23-24
	1	2	3	4	5	6	7
REVENUES							
A	430000	On hand balance / interest revenue	\$ 2,900	\$ 1,800	\$ 203,500	\$ 270,069	\$ 129,152
B	442000	State Aid for Contruction TCEP	\$ -	\$ 200,000	\$ 124,725	\$ 55,124	\$ -
C	446010	Local Transportation Funds - TDA	\$ 343,361	\$ 366,097	\$ 340,391	\$ 277,280	\$ 302,931
D	446445	State - STIP-PPM / SP & R	\$ 350,000	\$ 457,000	\$ 202,000	\$ 202,000	\$ 258,000
E	474005	LTA	\$ 197,300	\$ 197,300	\$ 161,300	\$ -	\$ -
F	493000	Local - Member Agency Contributions, SCAG/IVRMA Reimb and Reimbursement for Services Provided	\$ 127,630	\$ 127,362	\$ 120,796	\$ 114,627	\$ 107,280
G Total Revenues			\$ 1,021,191	\$ 1,349,559	\$ 1,152,712	\$ 919,100	\$ 797,363
EXPENDITURES							
Administration and Operations							
H	501000	Administrative Staffing and Support	\$ 304,042	\$ 340,660	\$ 373,466	\$ 388,721	\$ 440,743
I	501140	Stipend	\$ 4,800	\$ 3,900	\$ 2,800	\$ 1,500	\$ 3,600
J	517055	Insurance - Liability	\$ 21,200	\$ 26,807	\$ 33,700	\$ 43,120	\$ 37,200
K	522000	Memberships, office exp, communications, IT, fuel and maintenance	\$ 24,460	\$ 22,860	\$ 23,785	\$ 29,235	\$ 31,808
L	526000	Legal notices, interpretive services	\$ 800	\$ 800	\$ 400	\$ 400	\$ 400
M	528000	Rents, leases and utilities	\$ 29,800	\$ 30,643	\$ 30,850	\$ 28,700	\$ 31,600
N	530005	Regional Plans/Project Coordination, Webinars, Sp Dept Exp	\$ 5,000	\$ 3,000	\$ 12,000	\$ 12,000	\$ 16,000
O	531040	Training/Travel Expense	\$ 26,000	\$ 13,000	\$ 17,000	\$ 25,000	\$ 25,000
P	549000	Equipment	\$ 3,000	\$ 3,000	\$ 5,000	\$ 5,000	\$ 5,000
Q Administration and Operations Subtotal			\$ 419,101	\$ 444,670	\$ 499,001	\$ 533,676	\$ 591,351
Professional and Specialized Projects and Services							
R	525010	Legal Services and Consultation	\$ 10,000	\$ 15,000	\$ 15,000	\$ 15,000	\$ 15,000
S	525010	Payroll Vendor Fees	\$ 8,300	\$ 8,550	\$ 8,000	\$ 9,000	\$ 10,716
T	525010	Website Consultation (www.imperialctc.org)	\$ 3,600	\$ 2,862	\$ 1,000	\$ 1,400	\$ 4,000
U	525070	COI Overhead Treasurer, Auditor Controller GSA	\$ 10,000	\$ 10,000	\$ 12,184	\$ 12,519	\$ 3,867
V	525010	HR Consulting Services	\$ 10,000	\$ -	\$ -	\$ -	\$ -
W	525090	CPA/auditors (external)	\$ 7,889	\$ 8,175	\$ 6,500	\$ 7,310	\$ 8,275
X		Subtotal	\$ 49,789	\$ 44,587	\$ 42,686	\$ 45,230	\$ 41,858
Y	525010	Long Range Transportation Plan	\$ -	\$ 200,000	\$ 300,000	\$ 260,069	\$ 114,152
Z	525010	STIP / RTIP Consultant	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
AA	525010	On Call Program & Grant Support Consultant	\$ -	\$ -	\$ -	\$ -	\$ 25,000
BB	525010	SR-78 Glamis Study	\$ 350,000	\$ 218,000	\$ -	\$ -	\$ -
CC	525010	Aerial Imagery	\$ -	\$ 20,000	\$ -	\$ -	\$ -
DD	525030	PM, Engineering Review and Support	\$ 177,300	\$ 197,300	\$ 161,300	\$ -	\$ -
EE	525010	Calexico E Port Bridge Widening Engineering Support	\$ -	\$ 200,000	\$ 124,725	\$ 55,124	\$ -
FF		Subtotal	\$ 552,300	\$ 860,300	\$ 611,025	\$ 340,193	\$ 164,152
GG Professional and Specialized Projects and Services Subtotal			\$ 602,089	\$ 904,887	\$ 653,711	\$ 385,423	\$ 206,010
HH Total Expenditures			\$ 1,021,191	\$ 1,349,557	\$ 1,152,712	\$ 919,100	\$ 797,363

FY 2023-24      PRIOR YEAR BUDGET COMPARISON - ADMINISTRATION, OPERATIONS AND PLANNING							
	Regional Collaboration - Broadband & Brownfields		REGIONAL COLLABORATION FY 19-20	REGIONAL COLLABORATION FY 20-21	REGIONAL COLLABORATION FY 21-22	REGIONAL COLLABORATION FY 22-23	REGIONAL COLLABORATION FY 23-24
	1	2	3	4	5	6	7
REVENUES							
A	430000	On hand balance / interest revenue	\$ 20	\$ -	\$ 70	\$ -	\$ -
B	456040	EPA - Brownfields Assessment	\$ 265,124	\$ 204,310	\$ 111,520	\$ 48,256	\$ 18,098
C	446010	PUC - Broadband	\$ 150,000	\$ 340,631	\$ 340,631	\$ 340,631	\$ 200,000
D Total Revenues			\$ 415,144	\$ 544,941	\$ 452,221	\$ 388,887	\$ 218,098
EXPENDITURES							
Administration and Operations							
E	525010	Administrative Staffing and Support	\$ 10,000	\$ 4,000	\$ 3,473	\$ -	\$ 8,239
F	522000	Memberships, office exp, communications, IT, fuel and maintenance	\$ 500	\$ 168	\$ 70	\$ -	\$ -
G	525030	Marketing, Training, Travel Expense, Equipment and Indirect Costs	\$ -	\$ -	\$ -	\$ -	\$ 91,000
H Administration and Operations Subtotal			\$ 10,500	\$ 4,168	\$ 3,543	\$ -	\$ 99,239
Professional and Specialized Projects and Services							
I	525090	CPA/auditors (external)	\$ 17,616	\$ 1,954	\$ 500	\$ 500	\$ 24,000
J	525010	Consultant - Engineering & Contract Labor	\$ 289,455	\$ 346,069	\$ 261,520	\$ 201,729	\$ 19,859
K	525010	IVEDC Grant Administrative Support	\$ 97,573	\$ 192,750	\$ 186,658	\$ 186,658	\$ 75,000
L Professional and Specialized Projects and Services Subtotal			\$ 404,644	\$ 540,773	\$ 448,678	\$ 388,887	\$ 118,859
M Total Expenditures			\$ 415,144	\$ 544,941	\$ 452,221	\$ 388,887	\$ 218,098

FY 2023-24      PRIOR YEAR BUDGET COMPARISON - ADMINISTRATION, OPERATIONS AND PLANNING							
	SAFE - Service Authority for Freeway Emergencies		SAFE FY 19-20	SAFE FY 20-21	SAFE FY 21-22	SAFE FY 22-23	SAFE FY 23-24
	1	2	3	4	5	6	7
REVENUES							
A	430000	On hand balance / interest revenue	\$ 15,000	\$ 15,000	\$ 136,829	\$ 10,000	\$ 8,953
B	446390	State Aid- S.A.F.E.	\$ 170,000	\$ 170,000	\$ 180,000	\$ 185,000	\$ 200,000
C Total Revenues			\$ 185,000	\$ 185,000	\$ 316,829	\$ 195,000	\$ 208,953
EXPENDITURES							
Administration and Operations							
D	525010	ICTC Administrative Support, Legal & Accounting	\$ 13,500	\$ 13,500	\$ 18,386	\$ 19,671	\$ 21,212
E	514000	Communications - Phone Charges	\$ 30,600	\$ 25,000	\$ 27,087	\$ 40,000	\$ 40,000
F	517055	Insurance Liability	\$ 5,100	\$ 5,100	\$ 5,100	\$ 5,100	\$ 6,000
G	524000	Office Expense	\$ -	\$ -	\$ 100	\$ 165	\$ 250
H	549000	Equipment - Contingency	\$ -	\$ -	\$ -	\$ 24,940	\$ 30,000
I Administration and Operations Subtotal			\$ 49,200	\$ 43,600	\$ 50,673	\$ 89,876	\$ 97,462
Professional and Specialized Projects and Services							
J	525010	Consultant - Call Box Preventative Care & Maintenance	\$ 92,912	\$ 72,412	\$ 95,656	\$ 104,624	\$ 110,991
K	525090	Auditors (external)	\$ -	\$ -	\$ 500	\$ 500	\$ 500
L	549000	Equipment 4G Upgrade	\$ -	\$ -	\$ 170,000	\$ -	\$ -
M Professional and Specialized Projects and Services Subtotal			\$ 92,912	\$ 72,412	\$ 266,156	\$ 105,124	\$ 111,491
N Total Expenditures			\$ 142,112	\$ 116,012	\$ 316,829	\$ 195,000	\$ 208,953

## FY 2023-24 Imperial County Transportation Commission Cost Sharing Agreement

### OPTION 3 (Population Distribution)

AGENCY	*POPULATION	%	Annual Base AMOUNT	Adjusted %	Annual Adjusted AMOUNT	Quarterly Billing Amount
City of Brawley	27,369	15.9%	\$ 15,854	13.2%	\$ 13,179	\$ 3,294.70
City of Calexico	38,599	22.4%	\$ 22,359	18.6%	\$ 18,586	\$ 4,646.57
City of Calipatria	3,509	2.0%	\$ 2,033	1.7%	\$ 1,690	\$ 422.42
City of El Centro	43,646	25.3%	\$ 25,282	21.0%	\$ 21,017	\$ 5,254.13
City of Holtville	5,502	3.2%	\$ 3,187	2.6%	\$ 2,649	\$ 662.33
City of Imperial	21,466	12.4%	\$ 12,434	10.3%	\$ 10,336	\$ 2,584.09
City of Westmorland	1,989	1.2%	\$ 1,152	1.0%	\$ 958	\$ 239.44
County of Imperial	30,555	17.7%	\$ 17,699	14.7%	\$ 14,713	\$ 3,678.23
**IID	0	0.0%	\$ -	16.9%	\$ 16,872	\$ 4,218.10
Total	172,635	100%	\$ 100,000	100%	\$ 100,000	\$ 25,000.00

\* population from Dept of Finance May 2023

\*\* IID percentage is based on an average of the 4 largest agencies = 35,042 which equates to 16.9% and reduces the base amount for the remaining member agencies to \$83,128

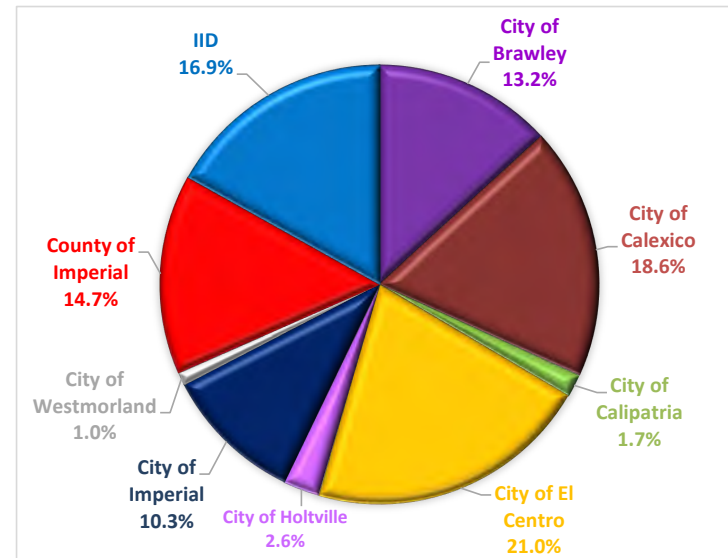
Brawley	27,369
Calexico	38,599
El Centro	43,646
County	30,555
	<u>140,169</u>

average 35,042

add IID average of the population to total population, then divide to get %

172,635	35,042	/	207,677	16.9%
<u>35,042</u>				
207,677	\$	100,000	*	16.9%
	\$	100,000	-	\$ 16,872
				\$ 83,128

formula approved by the ICTC May 2010 for \$150K  
reduced in FY 2013-14 to \$100K



<http://www.dof.ca.gov/Forecasting/Demographics/Estimates/E-5/>

## V. ACTION CALENDAR

- B. Grant Writing and Transportation Improvement Programs Support – Services Contract Award – COH Associates, Inc.
1. Approve the award of the Services Agreement for Grant Writing and Transportation Improvement Programs Support Services – to COH and Associates, Inc. in the amount of \$150,000 for fiscal years 2023/24 to 2025/26.
  2. Authorize the Chairperson to sign the Services Agreement.



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

June 16, 2023

Mike Goodsell, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

SUBJECT: Grant Writing and Transportation Improvement Programs Support Services –  
Contract Award – COH & Associates, Inc.

Dear Commission Members:

The Imperial County Transportation Commission (ICTC) in its capacity as the Regional Transportation Planning Agency is responsible to lead Transportation Improvement Programs in addition to pursuing transit and transportation grant opportunities.

ICTC prepared a Request for Proposals (RFP) seeking skilled, qualified grant writing consultant(s) with grant writing experience that resulted in the award of state, federal, and/or philanthropic funding for government/public agencies, and who possess specific grant writing expertise for planning, design, infrastructure, programmatic and operational projects across various areas including, but not limited to:

- Streets, Roads, Bridges, Public Right-of-Way Accessibility;
- Active Transportation, Mobility, Bike and Pedestrian Right-of-Way;
- Public Infrastructure;
- Sustainability, Stewardship, and Resiliency;
- Multi-benefit Projects;
- Transportation Planning and Design;
- Aviation and Airport Compatibility;
- Transit;
- Racial Equity and Environmental Justice.

In addition, the scope of the RFP included seeking qualified firms for specialized planning support, including but not limited to assisting with preparing programming documents such as federal and state Transportation Improvement Programs (TIP).

The RFP was posted on the ICTC website starting April 5, 2023. In addition, emails were sent out to the list of qualified firms to encourage interest in the RFP. Proposals were due to ICTC on April 28, 2023.

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

A total of one (1) firm submitted a proposal. The proposal submitted by COH & Associates, Inc. complied with the scope of work of the RFP. COH & Associates, Inc. has 20 years of experience providing a variety of transportation planning, programming, administrative, and grant writing consulting services to public agencies. Upon evaluation of the proposal and cost of services, ICTC staff has proceeded with award recommendation to COH & Associates, Inc.

COH & Associates, Inc. submitted the proposed total cost of \$150,000 for a three (3) year period starting FY2023/24 to FY2025/26. COH & Associates, Inc. has extensive experience completing the work requested in the scope of work of the RFP. In addition, COH & Associates, Inc. has experience assisting ICTC in the past with development of the Transportation Improvement Programs as well as successfully securing state and federal funding grants for projects such as the Calexico East Port of Entry Bridge Widening. COH & Associates, Inc. is well qualified and will be able to assist ICTC with the required transportation planning efforts funding opportunities. COH & Associates, Inc. is a small business enterprise but is not certified as a disadvantaged business enterprise.

Funding for the grant writing and transportation improvement programs support services has been identified in the ICTC FY 2023-24 Overall Work Plan and budget. The funding source will be from state Planning, Programming and Monitoring and Transportation Development Act funding.

The consultant agreement is attached to this letter for your consideration. All other procurement documents, including the RFP and all contract exhibits referenced in the contract document are available for review at the ICTC offices.

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the award of the Services Agreement for Grant Writing and Transportation Improvement Programs Support Services – to COH & Associates, Inc. in the amount of \$150,000 for fiscal years 2023/24 to 2025/26.
2. Authorize the Chairperson to sign the Services Agreement.

Sincerely,



VIRGINIA MENDOZA  
Program Manager

1 **AGREEMENT FOR SERVICES**

2 **C.O.H. & Associates, Inc.**

3 THIS AGREEMENT FOR SERVICES ("Agreement"), made and entered into this \_\_\_\_\_ day  
4 of \_\_\_\_\_, 2023, is by and between the **IMPERIAL COUNTY TRANSPORTATION**  
5 **COMMISSION** ("ICTC") and **C.O.H. & ASSOCIATES, INC.**, an active California corporation  
6 ("CONSULTANT") (individually, "Party;" collectively, "Parties").

7 **W I T N E S S E T H**

8 **WHEREAS**, ICTC desires to retain a qualified individual, firm or business entity to provide  
9 professional services for Grant Writing and Transportation Improvement Programs Support Services ("the  
10 Project"); and

11 **WHEREAS**, ICTC desires to engage CONSULTANT to provide services by reason of its  
12 qualifications and experience for performing such services, and CONSULTANT has offered to provide the  
13 required services for the Project on the terms and in the manner set forth herein.

14 **NOW, THEREFORE**, ICTC and CONSULTANT have and hereby agree to the following:

15 1. **DEFINITIONS.**

16 1.1. "RFP" shall mean ICTC's request for proposals entitled "Imperial County Transportation  
17 Commission (ICTC) Request for Proposals for Grant Writing and Transportation Improvement Programs  
18 Support Services" dated April 5, 2023. The RFP is attached as **Exhibit "A"** and incorporated herein by this  
19 reference.

20 1.2. "Proposal" shall mean CONSULTANT's proposal entitled "Imperial County Transportation  
21 Commission Proposal for Grant Writing and Transportation Improvement Programs Support Services,"  
22 dated April 28, 2023. The Proposal is attached as **Exhibit "B"** and incorporated herein by this reference.

23 2. **CONTRACT COORDINATION.**

24 CONSULTANT shall assign a single Contract Manager to have overall responsibility for the  
25 progress and execution of this Agreement. Carlos Hernandez is hereby designated as the Contract Manager  
26 for CONSULTANT. Should circumstances or conditions subsequent to the execution of this Agreement  
27 require a substitute Contract Manager for any reason, the Contract Manager's designee shall be subject to  
28 the prior written acceptance and approval of ICTC.



1 3. DESCRIPTION OF WORK.

2 3.1. CONSULTANT shall provide all materials and labor to perform this Agreement. In the  
3 event of a conflict among this Agreement, the RFP and the Proposal, the RFP shall take precedence over the  
4 Proposal and this Agreement shall take precedence over both.

5 3.2. CONSULTANT shall perform additional or extra work if required, utilizing the per hour  
6 rate set forth in **Exhibit "C"**.

7 4. WORK TO BE PERFORMED BY CONSULTANT.

8 4.1. CONSULTANT shall comply with all terms, conditions and requirements of the RFP,  
9 Proposal and this Agreement.

10 4.2. CONSULTANT shall perform such other tasks as necessary and proper for the full  
11 performance of the obligations assumed by CONSULTANT hereunder.

12 4.3. CONSULTANT shall:

13 4.3.1. Procure all permits and licenses, pay all charges and fees, and give all notices that  
14 may be necessary and incidental to the due and lawful prosecution of the services to be performed  
15 by CONSULTANT pursuant to this Agreement;

16 4.3.2. Use the standard of care usual to CONSULTANT's profession to keep itself fully  
17 informed of all applicable existing and proposed federal, state and local laws, ordinances,  
18 regulations, orders and decrees which may affect those engaged or employed under this Agreement,  
19 any materials used in CONSULTANT's performance under this Agreement or the conduct of the  
20 services under this Agreement;

21 4.3.3. At all times observe and comply with, and cause all of its employees to observe and  
22 comply with all of said laws, ordinances, regulations, orders and decrees mentioned above; and

23 4.3.4. Immediately report to ICTC in writing any discrepancy or inconsistency it discovers  
24 in said laws, ordinances, regulations, orders and decrees mentioned above in relation to any plans,  
25 drawings, specifications or provisions of this Agreement.

26 4.4. Any videotape, reports, information, data or other material given to, or prepared or  
27 assembled by, CONSULTANT pursuant to this Agreement shall be the property of ICTC and shall not be  
28 made available to any individual or organization by CONSULTANT without the prior written approval of

1 ICTC. The preceding restriction shall not apply to information which is in the public domain, was  
2 previously known to CONSULTANT, was acquired by CONSULTANT from others who have no  
3 confidential relationship to ICTC with respect to same, or which through no fault of CONSULTANT  
4 comes into the public domain. CONSULTANT shall not be restricted from releasing information,  
5 including confidential information, in response to a subpoena, court order, or other legal process.  
6 CONSULTANT shall not be required to resist such subpoena, court order, or legal process, but shall  
7 promptly notify ICTC in writing of the demand for information before responding to such demand.

8 5. REPRESENTATIONS BY CONSULTANT.

9 5.1. CONSULTANT understands and agrees that ICTC has limited knowledge in the multiple  
10 areas specified in the Proposal. CONSULTANT has represented itself to have experience in these fields  
11 and understands that ICTC is relying upon such representation.

12 5.2. Subject to 5.2.1, CONSULTANT represents and warrants that it is a lawful entity  
13 possessing all required licenses and authorities to do business in the State of California and perform all  
14 aspects of this Agreement.

15 5.2.1. CONSULTANT shall not commence any work pursuant to this Agreement or  
16 provide any other services, or materials, in connection therewith until CONSULTANT has received  
17 written authorization from ICTC to do so.

18 5.3. CONSULTANT represents and warrants that the people executing this Agreement on behalf  
19 of CONSULTANT have the authority of CONSULTANT to sign this Agreement and bind  
20 CONSULTANT to the performance of all duties and obligations assumed by CONSULTANT herein.

21 5.4. CONSULTANT represents and warrants that any employee, contractor and/or agent who  
22 will be performing any of the duties and obligations of CONSULTANT herein possess all required licenses  
23 and authorities, as well as the experience and training, to perform such tasks.

24 5.5. CONSULTANT represents and warrants that the allegations contained in the Proposal are  
25 true and correct.

26 5.6. CONSULTANT understands that ICTC considers the representations made herein to be  
27 material and would not enter into this Agreement with CONSULTANT if such representations were not  
28 made.

1 6. COMPENSATION.

2 The total compensation payable under this Agreement shall not exceed **one hundred fifty**  
3 **thousand dollars** (\$150,000) unless otherwise previously agreed to by ICTC.

4 7. PAYMENT.

5 CONSULTANT will bill ICTC on a time and material basis upon completion of the project or as set  
6 forth in the cost schedule attached hereto as **Exhibit "C"**. ICTC shall pay CONSULTANT for completed  
7 and approved services upon presentation of its itemized billing. Notwithstanding the foregoing, ICTC shall  
8 retain 10% of the total compensation until the work to be performed has been completed in accordance with  
9 this Agreement, as determined by ICTC, and payment in full of all subcontractors of CONSULTANT.

10 8. METHOD OF PAYMENT.

11 8.1 CONSULTANT shall at any time prior to the 15th day of any month, submit to ICTC a  
12 written claim for compensation for services performed. The claim shall be in a format approved by ICTC.  
13 CONSULTANT may expect to receive payment within a reasonable time thereafter and in any event in the  
14 normal course of business within thirty (30) days after the claim is submitted.

15 9. TERM AND TIME FOR COMPLETION OF THE WORK.

16 9.1. This Agreement shall commence on the date first written above and shall remain in effect  
17 for three (3) years unless otherwise terminated as provided herein.

18 9.2. Program scheduling shall be as described in Exhibit "A" unless revisions to Exhibit "A" are  
19 approved by both ICTC and CONSULTANT's Contract Manager. Time extensions may be allowed for  
20 delays caused by ICTC, other governmental agencies, or factors not directly brought about by the  
21 negligence or lack of due care on the part of CONSULTANT.

22 10. SUSPENSION OF AGREEMENT.

23 ICTC shall have the authority to suspend this Agreement, wholly or in part, for such period as  
24 deemed necessary due to unfavorable conditions or to the failure on the part of CONSULTANT to perform  
25 any provision of this Agreement. CONSULTANT will be paid the compensation due and payable to the  
26 date of suspension.

27 11. SUSPENSION AND/OR TERMINATION.

28 11.1. ICTC retains the right to terminate this Agreement for any reason by notifying

CONSULTANT in writing seven (7) days prior to termination and by paying the compensation due and payable to the date of termination; provided, however, if this Agreement is terminated for fault of CONSULTANT, ICTC shall be obligated to compensate CONSULTANT only for that portion of CONSULTANT's services which have been performed in accordance with the terms and conditions of this Agreement. Said compensation is to be arrived at by mutual agreement between ICTC and CONSULTANT; should the Parties fail to agree on said compensation, an independent arbitrator shall be appointed and the decision of the arbitrator shall be binding upon the Parties.

11.2. Upon such termination, CONSULTANT shall immediately turn over to ICTC any and all copies of videotapes, studies, sketches, drawings, computations and other data, whether or not completed, prepared by CONSULTANT in connection with this Agreement. Such materials shall become the permanent property of ICTC.

#### 12. INSPECTION.

CONSULTANT shall furnish ICTC with every reasonable opportunity for ICTC to ascertain that the services of CONSULTANT are being performed in accordance with the requirements and intentions of this Agreement. All work done and materials furnished, if any, shall be subject to ICTC's inspection and approval. The inspection of such work shall not relieve CONSULTANT of any of its obligations to fulfill its Agreement as prescribed.

#### 13. OWNERSHIP OF MATERIALS.

All original drawings, videotapes and other materials prepared by or in possession of CONSULTANT pursuant to this Agreement shall become the permanent property of ICTC and shall be delivered to ICTC upon demand.

#### 14. INTEREST OF CONSULTANT.

14.1. CONSULTANT covenants that it presently has no interest, and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services hereunder.

14.2. CONSULTANT covenants that, in the performance of this Agreement, no sub-contractor or person having such an interest shall be employed.

1 14.3. CONSULTANT certifies that no one who has or will have any financial interest pursuant to  
2 this Agreement is an officer or employee of ICTC.

3 15. INDEMNIFICATION.

4 A. Indemnity for Professional Services. To the furthest extent allowed by law, Consultant  
5 shall indemnify, hold harmless and defend ICTC and its members, board members, officers, officials,  
6 employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and  
7 damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at  
8 any time and property damage), and from any and all claims, demands and actions in law or equity  
9 (including reasonable attorney's fees and litigation expenses) that arise out of, pertain to, or relate to the  
10 negligence, recklessness or willful misconduct of Consultant, its principals, officers, employees, agents  
11 or volunteers in the performance of professional services under this Agreement.

12 B. Other Indemnities. Other than in the performance of professional services, and to the  
13 fullest extent allowed by law, Consultant shall indemnify, hold harmless and defend ICTC and its  
14 members, board members, officers, officials, employees, agents and volunteers from any and all loss,  
15 liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability,  
16 including but not limited to personal injury, death at any time and property damage), and from any and  
17 all claims, demands and actions in law or equity (including reasonable attorney's fees and litigation  
18 expenses) arising or alleged to have arisen directly or indirectly out of performance of this Agreement.  
19 Consultant's obligations under the preceding sentence shall apply regardless of whether ICTC or any of  
20 its members, board members, officers, officials, employees, agents or volunteers are negligent, but shall  
21 not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross  
22 negligence, or caused by the willful misconduct, of ICTC, or any of its members, board members,  
23 officers, officials, employees, agents or volunteers.

24 C. If Consultant should subcontract all or any portion of the services to be performed under  
25 this Agreement, Consultant shall require each subcontractor to indemnify, hold harmless and defend  
26 ICTC and its members, board members, officers, officials, employees, agents and volunteers in  
27 accordance with the terms of the preceding paragraphs.

28 D. This section shall survive termination or expiration of this Agreement.

16. INDEPENDENT CONTRACTOR.

In all situations and circumstances arising out of the terms and conditions of this Agreement, CONSULTANT is an independent contractor, and as an independent contractor, the following shall apply:

16.1. CONSULTANT is not an employee or agent of ICTC and is only responsible for the requirements and results specified by this Agreement or any other agreement.

16.2. CONSULTANT shall be responsible to ICTC only for the requirements and results specified by this Agreement and except as specifically provided in this Agreement, shall not be subject to ICTC's control with respect to the physical actions or activities of CONSULTANT in fulfillment of the requirements of this Agreement.

16.3. CONSULTANT is not, and shall not be, entitled to receive from, or through, ICTC, and ICTC shall not provide, or be obligated to provide, CONSULTANT with Worker's Compensation coverage or any other type of employment or worker insurance or benefit coverage required or provided by any Federal, State or local law or regulation for, or normally afforded to, an employee of ICTC.

16.4. CONSULTANT shall not be entitled to have ICTC withhold or pay, and ICTC shall not withhold or pay, on behalf of CONSULTANT, any tax or money relating to the Social Security Old Age Pension Program, Social Security Disability Program, or any other type of pension, annuity, or disability program required or provided by any Federal, State or local law or regulation.

16.5. CONSULTANT shall not be entitled to participate in, or receive any benefit from, or make any claim against any ICTC fringe program, including, but not limited to, ICTC's pension plan, medical and health care plan, dental plan, life insurance plan, or any other type of benefit program, plan, or coverage designated for, provided to, or offered to ICTC's employee.

16.6. ICTC shall not withhold or pay, on behalf of CONSULTANT, any Federal, State, or local tax, including, but not limited to, any personal income tax, owed by CONSULTANT.

16.7. CONSULTANT is, and at all times during the term of this Agreement, shall represent and conduct itself as an independent contractor, not as an employee of ICTC.

16.8. CONSULTANT shall not have the authority, express or implied, to act on behalf of, bind or obligate ICTC in any way without the written consent of ICTC.

17. INSURANCE.

Throughout the life of this Agreement, Consultant shall pay for and maintain in full force and effect all policies of insurance required hereunder with an insurance company(ies) either (i) admitted by the California Insurance Commissioner to do business in the State of California and rated not less than "A- VII" in Best's Insurance Rating Guide, or (ii) as may be authorized in writing by ICTC's Executive Director or his/her designee at any time and in his/her sole discretion. The following policies of insurance are required:

(i) COMMERCIAL GENERAL LIABILITY insurance which shall be at least as broad as the most current version of Insurance Services Office (ISO) Commercial General Liability Coverage Form CG 00 01 and include insurance for "bodily injury," "property damage" and "personal and advertising injury" with coverage for premises and operations (including the use of owned and non-owned equipment), products and completed operations, and contractual liability (including, without limitation, indemnity obligations under the Agreement) with limits of liability of not less than the following:

\$2,000,000 per occurrence for bodily injury and property damage

\$1,000,000 per occurrence for personal and advertising injury

\$4,000,000 aggregate for products and completed operations

\$4,000,000 general aggregate

(ii) COMMERCIAL AUTOMOBILE LIABILITY insurance which shall be at least as broad as the most current version of Insurance Service Office (ISO) Business Auto Coverage Form CA 00 01, and include coverage for all owned, hired, and non-owned automobiles or other licensed vehicles (Code 1 - Any Auto) with limits of liability of not less than \$2,000,000 per accident for bodily injury and property damage.

(iii) WORKERS' COMPENSATION insurance as required under the California Labor Code.

(iv) EMPLOYERS' LIABILITY insurance with limits of liability of not less than \$1,000,000 each accident, \$1,000,000 disease policy limit and \$1,000,000 disease each employee.

(v) PROFESSIONAL LIABILITY (Errors and Omissions) insurance appropriate to Consultant's profession, with limits of liability of \$2,000,000 per claim/occurrence and \$2,000,000 policy aggregate.

1 In the event Consultant purchases an Umbrella or Excess insurance policy(ies) to meet the  
2 minimum limits of insurance set forth above, this insurance policy(ies) shall “follow form” and afford  
3 no less coverage than the primary insurance policy(ies).

4 Consultant shall be responsible for payment of any deductibles contained in any insurance policies  
5 required hereunder and Consultant shall also be responsible for payment of any self-insured retentions.  
6 Any deductibles or self-insured retentions must be declared to, and approved by, the ICTC’s Executive  
7 Director or his/her designee in his/her sole discretion. At the option of the ICTC’s Executive Director or  
8 his/her designee, either (i) the insurer shall reduce or eliminate such deductibles or self-insured  
9 retentions as respects ICTC, its members, board members, officers, officials, employees and agents; or  
10 (ii) Consultant shall provide a financial guarantee, satisfactory to the ICTC’s Executive Director or  
11 his/her designee in his/her sole discretion, guaranteeing payment of losses and related investigations,  
12 claim administration and defense expenses. At no time shall ICTC be responsible for the payment of  
13 any deductibles or self-insured retentions.

14 All policies of insurance required hereunder shall be endorsed to provide that the coverage shall  
15 not be cancelled, non-renewed, reduced in coverage or in limits except after 30 calendar day written  
16 notice has been given to ICTC. Upon issuance by the insurer, broker, or agent of a notice of  
17 cancellation, non-renewal, or reduction in coverage or in limits, Consultant shall furnish ICTC with a  
18 new certificate and applicable endorsements for such policy(ies). In the event any policy is due to  
19 expire during the work to be performed for ICTC, Consultant shall provide a new certificate, and  
20 applicable endorsements, evidencing renewal of such policy not less than 15 calendar days prior to the  
21 expiration date of the expiring policy.

22 The General Liability and Automobile Liability insurance policies shall be written on an  
23 occurrence form. The General Liability (including ongoing operations and completed operations) and  
24 Automobile Liability insurance policies shall name ICTC, its members, board members, officers,  
25 officials, employees and agents as an additional insured. All such policies of insurance shall be  
26 endorsed so Consultant’s insurance shall be primary and no contribution shall be required of ICTC, its  
27 members, board members, officers, officials, employees, agents or volunteers. The coverage(s) shall  
28 contain no special limitations on the scope of protection afforded to ICTC, its members, board members,



1 officers, officials, employees and agents. The Workers' Compensation insurance policy shall contain a  
2 waiver of subrogation as to ICTC, its members, board members, officers, employees, agents and  
3 volunteers. Should Consultant maintain insurance with broader coverage and/or limits of liability  
4 greater than those shown above, ICTC requires and shall be entitled to the broader coverage and/or the  
5 higher limits of liability maintained by Consultant. Any available insurance proceeds in excess of the  
6 specified minimum limits of insurance and coverage shall be available to ICTC.

7 If the Professional Liability (Errors and Omissions) insurance policy is written on a claims-made  
8 coverage form:

9 (i) The retroactive date must be shown, and must be before the effective date of this Agreement  
10 or the commencement of work by Consultant.

11 (ii) Insurance must be maintained and evidence of insurance must be provided for at least 5  
12 years after completion of the work or termination of the Agreement, whichever first occurs.

13 (iii) If coverage is canceled or non-renewed, and not replaced with another claims-made policy  
14 form with a retroactive date prior to the effective date of the Agreement, or work commencement date,  
15 Consultant must purchase extended reporting period coverage for a minimum of 5 years after  
16 completion of the work or termination of the Agreement, whichever first occurs.

17 (iv) A copy of the claims reporting requirements must be submitted to ICTC for review.

18 (v) These requirements shall survive expiration or termination of the Agreement.

19 Consultant shall furnish ICTC with all certificate(s) and applicable endorsements effecting  
20 coverage required hereunder. **All certificates and applicable endorsements are to be received and**  
21 **approved by ICTC's Executive Director or his/her designee in his/her sole discretion prior to**  
22 **ICTC's execution of the AGREEMENT and before work commences.** Upon request of ICTC,  
23 Consultant shall immediately furnish ICTC with a complete copy of any insurance policy required under  
24 this Agreement, including all endorsements, with said copy certified by the underwriter to be a true and  
25 correct copy of the original policy. This requirement shall survive expiration or termination of this  
26 Agreement.

27 If at any time during the life of the Agreement or any extension, Consultant or any of its sub-  
28 Consultants fail to maintain any required insurance in full force and effect, all work under this

1 Agreement shall be discontinued immediately, until notice is received by ICTC that the required  
2 insurance has been restored to full force and effect and that the premiums therefore have been paid for a  
3 period satisfactory to ICTC. Any failure to maintain the required insurance shall be sufficient cause for  
4 ICTC to terminate this Agreement. No action taken by ICTC hereunder shall in any way relieve  
5 Consultant of its responsibilities under this Agreement.

6 The fact that insurance is obtained by Consultant shall not be deemed to release or diminish the  
7 liability of Consultant, including, without limitation, liability under the indemnity provisions of this  
8 Agreement. The duty to indemnify ICTC shall apply to all claims and liability regardless of whether any  
9 insurance policies are applicable. The policy limits do not act as a limitation upon the policy limits do  
10 not act as a limitation upon the amount of indemnification to be provided by Consultant. Approval or  
11 purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the  
12 liability of Consultant, its principals, officers, agents, employees, persons under the supervision of  
13 Consultant, vendors, suppliers, invitees, sub-Consultants, or anyone employed directly or indirectly by  
14 any of them.

15 If Consultant should subcontract all or any portion of the services to be performed under this  
16 Agreement, Consultant shall require each sub-Consultant to provide insurance protection in favor of  
17 ICTC, its members, board members, officers, officials, employees, agents and volunteers in accordance  
18 with the terms of each of the preceding paragraphs, except that the sub-Consultant's certificates and  
19 endorsements shall be on file with Consultant and ICTC prior to the commencement of any work by the  
20 sub-Consultant.

21 18. ASSIGNMENT.

22 Neither this Agreement nor any duties or obligations hereunder shall be assignable by  
23 CONSULTANT without the prior written consent of ICTC. CONSULTANT may employ other  
24 specialists to perform services as required with prior approval by ICTC.

25 19. NON-DISCRIMINATION.

26 During the performance of this Agreement, CONSULTANT shall not unlawfully discriminate  
27 against any employee or applicant for employment or employee of ICTC or member of the public  
28 because of race, religion, color, national status, age, or sex. CONSULTANT shall ensure that the

1 evaluation and treatment of its employees and applicants for employment and employees and members  
2 of the public are free of such discrimination. CONSULTANT shall comply with all provisions of the  
3 Fair Employment and Housing Act (Government Code §12900, *et seq.*). The applicable regulations of  
4 the Fair Employment Housing Commission implementing Government Code §12900 set forth in  
5 Chapter 5 of Division 4 of Title 2 of the California Administrative Code are incorporated into this  
6 Agreement by reference and made a part hereof as if set forth in full. CONSULTANT shall abide by the  
7 Federal Civil Rights Act of 1964 and all amendments thereto, and all administrative rules and  
8 regulations issued pursuant to said Act. CONSULTANT shall also abide by the American Disabilities  
9 Act and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act.  
10 CONSULTANT shall give written notice of its obligations under this clause to labor organizations with  
11 which it has a collective bargain or other agreement. CONSULTANT shall include the non-  
12 discrimination and compliance provision of this paragraph in all subcontracts to perform work pursuant  
13 to this Agreement.

14 20. NOTICES AND REPORTS.

15 20.1. All notices and reports pursuant to this Agreement shall be in writing and may be given  
16 by personal delivery or by mailing by certified mail, addressed as follows:

17 **ICTC**

18 Attn: Executive Director  
19 Imperial County Transportation Commission  
1503 N. Imperial Ave., Ste 104  
20 El Centro, CA 92243

**CONSULTANT**

Attn: Project Manager  
C.O.H. & Associates, Inc.  
315 Meigs Road, Suite A137  
Santa Barbara, CA 93109

21 20.2. All notices and reports pursuant to this Agreement may be given by personal delivery or  
22 by mailing by certified mail at such other address as either Party may designate in a notice to the other  
23 Party given in such manner.

24 20.3. Any notice given by mail shall be considered given when deposited in the United States  
25 Mail, postage prepaid, addressed as provided herein.

26 ///

27 ///

28 ///

1 21. ENTIRE AGREEMENT.

2 This Agreement contains the entire agreement between ICTC and CONSULTANT relating to the  
3 transactions contemplated hereby and supersedes all prior or contemporaneous agreements,  
4 understandings, provisions, negotiations, representations, or statements, either written or oral.

5 22. MODIFICATION.

6 No modification, waiver, amendment, discharge, or change of this Agreement shall be valid  
7 unless the same is in writing and signed by both parties.

8 23. PARTIAL INVALIDITY.

9 If any provision in this Agreement is held by a court of competent jurisdiction to be invalid,  
10 void, or unenforceable, the remaining provisions will nevertheless continue in full force without being  
11 impaired or invalidated in any way.

12 24. GENDER AND INTERPRETATION OF TERMS AND PROVISIONS.

13 As used in this Agreement and whenever required by the context thereof, each number, both  
14 singular and plural, shall include all numbers, and each gender shall include a gender. CONSULTANT  
15 as used in this Agreement or in any other document referred to in or made a part of this Agreement shall  
16 likewise include both singular and the plural, a corporation, a partnership, individual, firm or person  
17 acting in any fiduciary capacity as executor, administrator, trustee or in any other representative capacity  
18 or any other entity. All covenants herein contained on the part of CONSULTANT shall be joint and  
19 several if more than one person, firm or entity executes the Agreement.

20 25. WAIVER.

21 No waiver of any breach or of any of the covenants or conditions of this Agreement shall be  
22 construed to be a waiver of any other breach or to be a consent to any further or succeeding breach of  
23 the same or any other covenant or condition.

24 26. CHOICE OF LAW.

25 This Agreement shall be governed by the laws of the State of California. This Agreement is  
26 made and entered into in Imperial County, California. Any action brought by either Party with respect  
27 to this Agreement shall be brought in a court of competent jurisdiction within said County.

28 ///

1 27. ATTORNEY’S FEES.

2 If either Party herein brings an action to enforce the terms thereof or declare rights hereunder,  
3 each Party in any such action, on trial or appeal, shall bear its own attorney’s fees and costs.

4 28. AUTHORITY.

5 Each individual executing this Agreement on behalf of CONSULTANT represents and warrants  
6 that:

7 28.1. He/She is duly authorized to execute and deliver this Agreement on behalf of  
8 CONSULTANT;

9 28.2. Such execution and delivery is in accordance with the terms of the Articles of  
10 Incorporation or Partnership, any by-laws or Resolutions of CONSULTANT and;

11 28.3. This Agreement is binding upon CONSULTANT accordance with its terms.

12 29. COUNTERPARTS.

13 This Agreement may be executed in counterparts.

14 30. REVIEW OF AGREEMENT TERMS.

15 This Agreement has been reviewed and revised by legal counsel for both ICTC and  
16 CONSULTANT, and no presumption or rule that ambiguities shall be construed against the drafting  
17 Party shall apply to the interpretation or enforcement of the same or any subsequent amendments  
18 thereto.

19 31. NON-APPROPRIATION.

20 31.1. All obligations of ICTC are subject to appropriation of resources by various federal,  
21 State, and local agencies, including but not limited to the U.S. Department of Transportation  
22 (“DOT”) and the California Department of Transportation (“Caltrans”).

23 31.2. This Agreement is valid and enforceable only if sufficient funds are made available to  
24 ICTC for the purposes of this Project. In addition, this Agreement is subject to any additional  
25 restrictions, limitations, conditions, or any statute enacted by Congress, State Legislature, or  
26 ICTC, and any regulations prescribed therefrom, that may affect the provisions, terms, or  
27 funding of this Agreement.  
28

31.3. If sufficient funds for the Project are not appropriated, this Agreement may be amended or terminated in order to reflect said reduction in funding.

32. PREVAILING WAGE.

32.1. CONSULTANT acknowledges that any work that qualifies as a “public work” within the meaning of California Labor Code section 1720 shall cause CONSULTANT, and its sub-consultants, to comply with the provisions of California Labor Code sections 1775 et seq.

32.2. When applicable, copies of the prevailing rate of per diem wages shall be on file at ICTC and available to any interested party upon request. CONSULTANT shall post copies of the prevailing wage rate of per diem wages at the Project site.

32.3. CONSULTANT hereby acknowledges and stipulates to the following:

32.3.1. CONSULTANT has reviewed and agrees to comply with the provisions of Labor Code section 1776 regarding retention and inspection of payroll records and noncompliance penalties; and

32.3.2. CONSULTANT has reviewed and agrees to comply with the provisions of Labor Code section 1777.5 regarding employment of registered apprentices; and

32.3.3. CONSULTANT has reviewed and agrees to comply with the provisions of Labor Code section 1810 regarding the legal day’s work; and

32.3.4. CONSULTANT has reviewed and agrees to comply with the provisions of Labor Code section 1813 regarding forfeiture for violations of the maximum hours per day and per week provisions contained in the same chapter.

32.3.5. CONSULTANT has reviewed and agrees to comply with any applicable provisions for those Projects subject to Department of Industrial Relations (DIR) Monitoring and Enforcement of prevailing wages. ICTC hereby notifies CONSULTANT that CONSULTANT is responsible for complying with the requirements of Senate Bill 854 (SB854) regarding certified payroll record reporting. Further information concerning the requirements of SB854 is available on the DIR website located at: <http://www.dir.ca.gov/Public-Works/PublicWorksEnforcement.html>.

33. WORKERS’ COMPENSATION CERTIFICATION.

33.1. Prior to the commencement of work, CONSULTANT shall sign and file with ICTC the following certification: "I am aware of the provisions of California Labor Code §§3700 et seq. which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract."

33.2. This certification is included in this Agreement and signature of the Agreement shall constitute signing and filing of the certificate.

33.3. CONSULTANT understands and agrees that any and all employees, regardless of hire date, shall be covered by Workers' Compensation pursuant to statutory requirements prior to beginning work on the Project.

33.4. If CONSULTANT has no employees, initial here: CH.

34. DISADVANTAGED BUSINESS ENTITY COMPLIANCE.

34.1. When applicable, CONSULTANT represents and warrants that it has fully read the applicable Disadvantaged Business Enterprise ("DBE") requirements pertaining to this Project and has fully and accurately completed any and all required DBE forms.

34.2. CONSULTANT represents and warrants that it will comply with all applicable DBE requirements for this Project.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement on the day and year first above written.

**IMPERIAL COUNTY  
TRANSPORTATION COMMISSION**

**C.O.H. & ASSOCIATES, INC.**

By: \_\_\_\_\_  
MIKE GOODSSELL  
Chair of the Board of Commissioners

By:  \_\_\_\_\_  
CARLOS HERNANDEZ  
CEO

**ATTEST:**

By: \_\_\_\_\_

CRISTI LERMA  
Secretary to ICTC

**APPROVED AS TO FORM:**

By: \_\_\_\_\_

ERIC HAVENS  
ICTC Counsel



## V. ACTION CALENDAR

- C. Amendment to the Agreement between the Imperial County Transportation Commission (ICTC) and Nomad Transit, LLC (Via) for the operation of the Calexico Microtransit Service funded by the Clean Mobility Options (CMO) Voucher Pilot Program
  - 1. Approve the First Modification to the agreement between ICTC and Nomad Transit, LLC (VIA) for the Calexico On Demand service in the amount of \$245,579 modifying the total contract value to \$1,498,875. The modification is contingent upon receipt of said additional funding.
  - 2. Authorize the Executive Director to sign Modification No. 1.



1503 N. IMPERIAL AVE., SUITE 104  
EL CENTRO, CA 92243-2875  
PHONE: (760) 592-4494  
FAX: (760) 592-4410

June 16, 2023

Mike Goodsell, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

SUBJECT: Amendment to the Agreement between the Imperial County Transportation Commission (ICTC) and Nomad Transit, LLC (Via) for the operation of the Calexico Microtransit Service funded by the Clean Mobility Options (CMO) Voucher Pilot Program

Dear Commission Members:

The Imperial County Transportation Commission (ICTC) partnered with Via Transportation, Inc. (Via) to develop a grant application under the Clean Mobility Options Voucher Pilot Program (CMO) to implement and operate a zero emission microtransit service in the city of Calexico. ICTC was awarded the CMO grant for \$998,875. The CMO program requires the applicant provide the proposed services for a period of 5 years (1 year of service development and 4 years of service operation). The CMO program will fund the first two years of service operation while ICTC will fund the remaining two years of service operation. ICTC is generating Fare Revenues to offset the cost of the service.

Under the partnership, Via provides turnkey operations, infrastructure, software applications, customer service, marketing assistance and maintenance, while ICTC provides administration, oversight and assistance with marketing efforts. ICTC is actively involved in the project operations and monitors its performance. The Calexico On-Demand Service currently provides micro transit type public transportation services within the city of Calexico utilizing 3 plug in hybrid emission vehicles (PHEV). The service is open to the general public and rides can be obtained by using the service's mobile application or via phone. The service currently operates Monday through Friday (federal holidays excluded) during the hours of 6:00 a.m. to 6:00 p.m.

The existing agreement between the two parties is for a two-year service period with options for two additional one-year mutual service period extensions. The contract value for the initial two-year service period is \$1,253,296.00 (\$626,648.00 per year). The CMO grant currently funds \$998,875 (\$499,438 per year) of the service cost for the first two years of operations.

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

ICTC was able to apply for an additional \$500,000 in grant funds bringing the total grant funds available for the project to \$1,498,875. Due to significant demand, it is ICTC intention to utilize the additional funding to cover the initial additional project cost (\$254,421) and to apply the remaining funding (245,579) to provide additional service hours. It is anticipated that because of the additional funding, ICTC will be able to add approximately 3,000 hours to the service over a two-year period. The additional service hours will be provided by a fourth vehicle that typically operates as a spare.

The remaining optional years would be funded by ICTC. ICTC is currently looking for grant opportunities to continue funding the service during the optional years (years 3 and 4).

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Approve the First Modification to the agreement between ICTC and Nomad Transit, LLC (VIA) for the Callexico On Demand service in the amount of \$245,579 modifying the total contract value to \$1,498,875. The modification is contingent upon receipt of said additional funding.
2. Authorize the Executive Director to sign Modification No. 1.

Sincerely,

A handwritten signature in blue ink, appearing to read 'D. Aguirre', with a stylized flourish at the end.

David Aguirre  
Executive Director

**MODIFICATION #1 TO AGREEMENT FOR CALEXICO ON DEMAND TRANSIT  
SERVICES**

THIS FIRST MODIFICATION TO AGREEMENT FOR SERVICES ("First Modification"), made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2023, is by and between the **IMPERIAL COUNTY TRANSPORTATION COMMISSION** ("ICTC") and **NOMAD TRANSIT LLC**, a Delaware limited liability company, and registered as a foreign limited liability company in California ("CONSULTANT") (individually, "Party;" collectively, "Parties").

**RECITALS**

**WHEREAS**, ICTC and CONSULTANT entered into that certain Agreement for Services on January 26, 2022 through Minute Order No. 7C ("Agreement"), incorporated by this reference as though fully set forth herein; and

**WHEREAS**, to pay for additional necessary services, additional funding has been allocated, and the Parties now wish to amend the total not to exceed compensation amount.

**NOW, THEREFORE**, in consideration of their mutual covenants, ICTC and CONSULTANT have and hereby agree to the following:

1. Section 6 of the Agreement shall be amended to read as follows:

"Additional funds have been allocated in a total amount of **\$245,579**. Therefore, the total compensation payable under this Agreement shall not exceed  $\$1,253,296 + \$245,579 = \mathbf{\$1,498,875}$  unless otherwise previously agreed to by ICTC. However, this First Modification *is contingent upon receipt of said additional funds.*"

2. Section 31 of the Agreement regarding Non-appropriation is reiterated.

3. All other terms and conditions of the Agreement are and will remain in full force and effect.

There are no other modifications, express or implied except as herein provided.

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///

1           **IN WITNESS WHEREOF**, the Parties have executed this First Modification on the day and year  
2 first above written.

3  
4 **IMPERIAL COUNTY**  
5 **TRANSPORTATION COMMISSION**

**CONSULTANT**  
**NOMAD TRANSIT LLC**

6  
7  
8 \_\_\_\_\_  
9 By: Mike Goodsell  
Chair of the Commission

DocuSigned by:  
*Erin Abrams*  
F89E0B5082754FA  
By: Erin Abrams  
CEO

10 **ATTEST:**

11  
12  
13 \_\_\_\_\_  
14 By: Cristi Lerma  
Secretary to ICTC

15  
16 **APPROVED AS TO FORM:**

17  
18  
19 \_\_\_\_\_  
20 By: Eric Havens  
ICTC Counsel

## V. ACTION CALENDAR

- D. FY 2023-24 Eighth Revision to Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5
1. Authorize the Chairperson to sign the Eighth Extension to 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 continued implementation and operation of a regional connector bus service (YCAT Turquoise #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT Blue #5) effective July 1, 2023 through June 30, 2024 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$210,000.00.



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PHONE: (760) 592-4494  
FAX: (760) 592-4410

June 16, 2023

Mike Goodsell, Chairperson  
Imperial County Transportation Commission  
1503 N. Imperial Ave., Suite 104  
El Centro, CA 92243

SUBJECT: FY 2023-24 Eighth Revision to Memorandum of Understanding (MOU); ICTC - Quechan Indian Tribe - Yuma County Intergovernmental Public Transit Authority (YCIPTA) for Turquoise Route #10 and Blue Route #5

Dear Commission Members:

In 2012, ICTC staff entered into discussions, at the request of staff of the Quechan Tribe and YCIPTA, regarding the potential for a public transit route between Yuma AZ, the Winterhaven Ca. area, and El Centro, CA. Discussions ensued over 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.

The project required the Boards of the three agencies to approve and give final direction on implementation for services. The **Turquoise** Route 10 started operation in January 2013. The business plan initially proposed twice daily roundtrips, three days a week on a YCAT bus. The new YCAT route offered travel opportunities that connected in El Centro to IVT intercity and intracity routes at 7th and State Streets. The price was established at a \$2.00 one-way fare.

Previously, as a result of the federal transportation bill, *Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21)*, the FTA 5311(c) funding would no longer be available to the Quechan Indian Tribe in the future. 5311(c) funding is also known as the Tribal Transit Grant Funding Program and allowed the tribe to apply and be a direct recipient of public transit operational funding. Previously those 5311(c) funds were used to operate the **Blue** Route 5 in cooperation with YCIPTA. Blue Route 5 is a circulator route with stops in the eastern Imperial County, the Fort Yuma Indian reservation and Yuma.

In FY 2022-23 ICTC received a request to share in the cost to provide funding for the above noted services in the amount of \$175,221.13. The funding request for FY 2023-24 is \$210,000.00. The total subsidized budgets for both services are \$555,092.56. As requested, ICTC is anticipated to contribute \$210,000.00, the Quechan Tribe is anticipated to contribute approximately \$138,773.14 and YCIPTA is anticipated to contribute approximately \$206,319.42. YCIPTA also contributes the vehicles and drivers to provide the service and provides fare box recovery matching funds.

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

ICTC staff continues to support and recommends the participation in the revised MOU due to the increased access for Eastern Imperial County residents. ICTC will continue to meet with both agencies and continue to monitor both the Turquoise Route 10 and Blue Route 5, in cooperation with YCIPTA and the Quechan Tribe, in order to ensure the proper portion of funding is provided to supplement the transit service in eastern Imperial County. Recommendations from ICTC staff for funding in future years will continue to be based on service needs and service performance for the eastern Imperial County, Winterhaven community.

The original MOU and previous extensions and exhibits, and performance related documentation are available for review at ICTC administrative offices.

Funding for this service is derived from the Transportation Development ACT (TDA) Fund, a contribution from the Quechan Tribe, the YCIPTA organization and passenger fares, anticipated to be approved by June 30, 2023.

The ICTC Management Committee met on June 14, 2023, and forwards this item to the Commission for their review and approval after public comment, if any:

1. Authorize the Chairperson to sign the Eighth Extension to 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 continued implementation and operation of a regional connector bus service (YCAT **Turquoise** #10) between Yuma AZ, Winterhaven and El Centro, California; and, a circulator route from Yuma with stops in the eastern Imperial County area (YCAT **Blue** #5) effective July 1, 2023 through June 30, 2024 and provide a not to exceed subsidy to the Quechan Tribe and YCIPTA in an amount of \$210,000.00.

Sincerely,



DAVID AGUIRRE  
Executive Director

attachments



## **VI. REPORTS**

- A. ICTC/LTA/IVRMA EXECUTIVE DIRECTOR REPORT
- B. SOUTHERN CALIFORNIA ASSOCIATION OF GOVERNMENTS REPORT
- C. CALIFORNIA DEPARTMENT OF TRANSPORTATION-DISTRICT 11
- D. COMMITTEE MEMBER REPORTS



1503 N IMPERIAL AVE SUITE 104  
EL CENTRO, CA 92243-2875  
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FAX: (760) 592-4410

## Memorandum

**Date:** June 21, 2023  
**To:** ICTC Commission Members  
**From:** David Aguirre, Executive Director  
**Re:** Executive Director's Report

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The following is a summary of the Executive Director's Report for the ICTC Commission meeting on June 28, 2023.

- 1) **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). *ICTC was able to secure a new grant to provide free fares for all of its transit programs. Due to the previous labor issues, ICTC implemented free fares for all services to assist with the inconvenience to the public. The labor issues have since been resolved but ICTC will continue to offer free fares to the public until further notice. ICTC was also able to secure a second grant to provide free fares for all services with the exception of the Calexico On Demand service.*
- 2) **IVT Ride Potential Service Modifications:** IVT Ride is a dial-a-ride service that is available to seniors (55 years of age or older) and persons with disabilities in the communities of Calexico, Heber, El Centro, Imperial and Brawley. The service primarily operates in an intracity capacity with the exception of the communities of El Centro, Imperial and Heber and the Westshores service which travels to the city of Brawley or the Coachella Valley. The Westshores service is also available to the general public. Due to continuing declining ridership on all IVT Ride services, staff are exploring the possibility of modifying the service to provide trips to the general public but still provide priority to the senior population. The possible modification would enable the service to capture additional passengers and implement a microtransit like service in various communities. The possible modification would also require financial investment in technology and the development of a passenger web and mobile application. Staff anticipates bringing the further evaluated concept to the Management Committee and Commission in the coming months.
- 3) **Bus Stop Improvement Project:** Staff are working on developing a bus stop improvement project across multiple cities throughout the county. The project consists of installing various bus shelters and potentially other amenities. ICTC will be coordinating with the various cities to complete the development. It is anticipated that the project will be completed within FY23-24.
- 4) **EV Charger Installation Project:** Staff are working on developing an EV charger installation project across multiple cities throughout the county. ICTC will be coordinating with the various cities to complete the development. It is anticipated that the project will be completed within FY23-24.

- 5) **FY 2023-24 Unmet Transit Needs Public Hearing Process:** *The Imperial County Transportation Commission has collected public feedback on public transportation needs. This involves funding for various public transit services. ICTC had previously posted an online survey and physical surveys were available on our vehicles for passengers to complete. The public hearing took place on April 6, 2023, at 3 p.m. at the ICTC offices and via zoom meeting. The UTN Findings meeting took place on April 24, 2023, at 3 p.m. at ICTC offices and via zoom. The UTN findings were presented to the Social Services Transportation Advisory Council on May 3, 2023, and the Management Committee on May 10, 2023. This item was included on the May 24, 2023, agenda and received approval.*
- 6) **Calexico Microtransit Service – Calexico On Demand:** ICTC submitted a grant application for the Clean Mobility Options (CMO) program in October of 2020. The grant application was submitted to provide a clean energy microtransit service in the city of Calexico. In early 2021, ICTC was notified of its grant award of \$1 Million to fund the pilot microtransit service. The microtransit service will operate as an on-demand service available to provide trips to the general public within the boundaries of the city of Calexico. The award required that ICTC fund and operate the service for a minimum of 4 years. ICTC partnered with Via Transportation, an experienced transportation operator to operate the service. ICTC and Via began the development of the project including service criteria, marketing information, and operational criteria. ICTC obtained approval from the CMO program to commence the service. ICTC kicked off the service on January 9<sup>th</sup>, 2023, and intends to have a formal event to celebrate the kickoff of the service as soon as approval is received by the CMO. The service was free for all passengers until February 9<sup>th</sup>, 2023. Further information about the service can be viewed on the website: <https://city.ridewithvia.com/calexico-ondemand>. The service has averaged 180 passengers per day since the removal of the free fares and has been well received. *ICTC has been working with CMO to obtain additional funding for the project. ICTC is anticipated to receive an additional \$500,000 to be utilized for operations of the service and additional service hours. An agenda item for the contract amendment with the service provider is part of the June agenda.*
- 7) **2022 Long Range Transportation Plan:** The ICTC in its capacity as the Regional Transportation Planning Agency is responsible to lead the Long Range Transportation Plan (LRTP) in Imperial County. The last update to the LRTP was conducted in 2013. ICTC staff completed a Request for Proposal (RFP) to prepare a full update of the Imperial County LRTP. Michael Baker International was the selected consultant. The goal of the LRTP is to provide the following:
- Identify and promote the relationship between the transportation system to existing and future land use and community comprehensive plans and programs.
  - Provide guidance to promote the improvement of multi-modal transportation circulation of people and goods, using both motorized and non-motorized transportation modes, new technologies and infrastructure facilities.
  - Recommendations and guidance to provide a safe, efficient, accessible, socially equitable and cost-effective transportation system.
  - Ensure compliance with state and federal transportation planning regulations.
  - Develop recommendations that ensure environmentally sustainable planning practices.

The consultant team continues to work on the existing conditions technical memorandum. The first TAC meeting was held on March 30, 2022, and was attended by a diverse stakeholder group comprised of local, regional, environmental justice groups and economic development organizations. In addition, an all-day event with six (6) subgroup meetings was held on April 6, 2022, that encompassed subgroups for:

- Highways and Local Roadways
- Border and Goods Movement
- Pedestrian, Bicycles and Microbility
- Transit and Paratransit / Senior and Disabled Service
- Environmental and Environmental Justice
- Developers / Economic Development / Small Business Liaison

*To access the completed documents and draft project listing, please visit the project website located at <https://ictc-lrtp2023.org/new-page-2>. ICTC and the Consultant team will be conducting pop-up information booth throughout the County at the end of June and July.*

- 8) **Forrester Road Project Study Report (PSR):** *Caltrans District 11 has been working on a project report on behalf of ICTC. The PSR will analyze safety and operation improvements along Forrester Road between I-8 and SR86/SR78. Other improvements include the Westmorland bypass. A meeting to discuss the draft PSR took place at the ICTC offices on Wednesday, March 29, 2023, at 9 a.m. Further updates to the PSR are anticipated along with additional meetings to discuss the updated PSR.*
- 9) **Imperial Mexicali Binational Alliance (IMBA):** *An IMBA meeting was held on June 8, 2023, at the City of El Centro's Council Chambers. The meeting included presentations by Sand Diego Association of Governments, Customs and Border Protection, ICTC, Education and Economic Development partners. The next IMBA meeting is scheduled in the City of Mexicali on August 10, 2023.*
- 10) **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, ICTC was awarded \$20 million under the U.S. Department of Transportation's BUILD discretionary grant program to complete the Design-Build construction phase. ICTC subsequently received TCEP in the amount of \$7.4 Million for construction efforts. The design portion of the project is complete. The project construction is underway, and construction is anticipated to be completed at the end of 2023 due to delays with the issuance of the presidential permit. Approximately 80% of construction efforts have been completed. The project is temporarily on hold due to the issuance of the presidential permit to relocate the border fence. The Presidential Permit is anticipated to be received in the month of June/July 2023.*
- 11) **State Route 86 (Northbound) Border Patrol Checkpoint:** *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. Following our ICTC Board meeting in late September 2020, ICTC has initiated a traffic study as required by Caltrans. Design work has been delayed due to Border Patrol's concern related to their ability to provide additional funding necessary to meet their operational requirements. On Wednesday, March 17, 2021, ICTC received confirmation from Border Patrol Headquarters in Washington D.C. that they wish to proceed with the original Canopy Design that is similar to Interstate 8 Pine Valley Checkpoint.*

*As discussed, and confirmed with Border Patrol, ICTC will only provide the remaining funds we had available (February 2021) of approximately \$1.3 million to complete the traffic study, 100% design plans, and construction of the canopy, lighting related to the canopy, and traffic related improvements required by Caltrans. Border Patrol is committed to paying for all other construction-related costs and Border Patrol will lead the construction contract. Border Patrol, Caltrans and ICTC are having weekly meetings toward completing design plans and obtaining Caltrans Permits and Environmental Clearance. ICTC, CBP and AECOM recently conducted a job walk of the project site and discussed various project design items. Updated project improvements plans are anticipated to be received in June/July 2023. The improvement plans will be submitted to Customs and Border Protection (CBP) and Caltrans for review and comment.*

- 12) **Bus Stop along Cole Road west of Highway 111 in the City of Calexico:** *ICTC received a request through its Unmet Transit Needs Public Hearing Process asking for the installation of bus stop improvements along Cole Road west of Highway 111 in the City of Calexico. ICTC and the City of Calexico were able to work together to have the bus shelter and associated infrastructure improvements installed. The bus stop is now open for public use.*

- 13) **Clean California Bus Stop Improvement Project** – Through Clean California Round 1 Funding, Caltrans was able to secure funding to complete bus stop and shelter improvements in the communities of Niland, Calipatria, Brawley and Holtville along various state routes. Caltrans, ICTC and the communities worked together to identify locations, in addition to reviewing possible secondary amenities such as trash enclosures. Construction activities for the new bus stop improvements began on March 13, 2023.
- 14) **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 was awarded in the amount of \$103.4 million. Work for phase 2B will include demolition of the old port building and construction of the new pedestrian building. The total estimated investment for the Calexico West POE improvements are \$416.2 million. Construction efforts for the West Port of Entry are anticipated to begin on September 26, 2022. Noticing information pertaining to lane closures and closure times, adjustments to the East Port of Entry passenger vehicle operating hours and other items have been distributed and shared via multiple media outlets including ICTC's website at [Canopy construction at the Calexico West Port of Entry to impact vehicle traffic | Imperial County Transportation Commission \(imperialctc.org\)](http://www.imperialctc.org/canopy-construction-at-the-calexico-west-port-of-entry-to-impact-vehicle-traffic)*
- 15) **Surface Transportation Block Grant Program (STBG) and Congestion Mitigation and Air Quality Program (CMAQ) 2022 Call for Projects – FFY 2022/2023 to FFY 2024/2025:** The STBG and CMAQ Call for Projects began on November 18, 2021. The approved 2022 CMAQ & STBG Guidelines are posted on the ICTC website at <http://www.imperialctc.org/call-for-projects/>. Applications were submitted on Friday, February 25, 2022, to ICTC office. All agencies submitted with the exception of the City of Westmorland and IID. A total of 10 STBG and 11 CMAQ applications were received by ICTC. Funding requests exceed the CMAQ and STBG amounts available for the three (3) fiscal years.

Program	Total Amount Available	Amount Requested by All Applicants
CMAQ	\$5,222,306	\$9,136,697
STBG	\$7,706,117	\$16,640,508

Technical staff representing all the cities and county participated in a scoring and ranking meeting on March 17, 2022, at the ICTC offices. This item was approved by the Commission on April 27, 2022. ICTC staff worked with local agency staff and programmed all approved projects in the Federal Transportation Improvement Program (FTIP). Additionally, in response to the Federal Highway Administration (FHWA) corrective action of future CMAQ and STBG funds, ICTC staff has worked with member agency staff and completed a mini call for projects for FFY 2025/26 CMAQ and STBG funds. On Thursday, October 6<sup>th</sup> all member agencies reviewed and ranked projects submitted for FFY2025/26 funding. Project list recommendation was reviewed and approved by Management Committee and Commission on November 9, 2022.

- 16) **Orchard Road & SR115 Traffic Concept Report:** *During the Commission meeting of September 2022, the Commission asked ICTC staff to follow up on the SR 115 Transportation Concept Report (TCR). ICTC staff has conducted meetings with Caltrans and County Public Works staff during the week of October 17<sup>th</sup>. ICTC staff in partnership with County and Caltrans staff are continuing discussions for short term options to deter trucks from using Orchard Road. The parties are also expected to discuss long term options as well. More information will be shared as discussions continue.*
- 17) **Regional Active Transportation Program:** ICTC staff has been working with staff from the Southern California Association of Governments (SCAG) in the development of the Active Transportation Program (ATP) guidelines. The ATP is funded from various federal and state funds including the federal Transportation Alternatives Program (TAP), the Highway Safety Improvement Program (HSIP), State Highway Account, and Safe Routes to Schools (SR2S). The approved California Transportation Commission 2023 ATP (Cycle 6) program guidelines divide the funds into state and regional shares. State funds are available through a competitive application process. Applicants



that are unsuccessful at the state level are considered for regional funds. Regional ATP funds are administered by the Metropolitan Planning Organizations (MPO). SCAG is Imperial County’s MPO. Per SCAG’s 2023 ATP Regional Guidelines, county transportation commissions may assign up to 20 points to each statewide project application deemed consistent and meeting eligibility requirements. ICTC staff has completed the adoption process of the scoring methodology. ICTC staff received state scoring of ATP applications from Imperial County and presented staff recommendations to TAC members on December 15, 2022. Staff recommendations were approved at the January Commission meeting. See the table below for further information. *Next steps include approval of the projects by SCAG and ultimately the California Transportation Commission during their June 2023 meeting.*

TABLE 2		
Agency	Project Name	Total ATP Funds Requested
City of Calipatria	Bonita Place Pedestrian Safety Project	\$997,000
City of El Centro	Pedestrian Improvement Project – various locations on Main Street	\$1,200,000
ICTC	Pedestrian Improvements for the Calexico Intermodal Transportation Center	\$1,073,000
<b>TOTAL Regional ATP funds</b>		<b>\$3,270,000</b>

- 18) **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. The environmental phase has been completed. *Design was completed in the month of April 2022 and Right of Way Acquisition is underway. The city of Calexico Council approved the commencement of the eminent domain process for two of the required properties. ICTC is exploring funding opportunities to complete the required construction efforts and to complete Right of Way acquisition. On Friday, March 24, 2023, the property that was purchased by ICTC was destroyed by a fire. ICTC was able to set up barricades for the building to avoid loitering and any further damage.*
- 19) **San Diego & Imperial Counties Sustainable Freight Strategy:** San Diego Association of Governments (SANDAG) and ICTC received a Caltrans Sustainable Transportation Planning Grant for a Sustainable Freight Implementation Strategy for both counties. The goal with the strategy is to help transition the freight sector in San Diego and Imperial Counties to sustainable technologies, operations, infrastructure over the next 30 years. The strategy will systematically implement multimodal freight projects and policies, seek to pilot innovation technologies, create a workforce development toolkit, and identify potential funding sources for implementation. The area of study includes communities adjacent to major freight infrastructure in San Diego and Imperial Counties. Environmental justice areas, as defined by AB617, will be a particular focus and include the Portside Environmental Justice Communities, the International Border Community, and Calexico-El Centro-Heber corridor. This plan kicked off in February 2022 and is expected to be completed March 2024. Public engagement has been instrumental in the creation of this strategy, participants of Imperial County have included County Public Works department, Work Force Development, Comité Civico del Valle, Imperial Valley Economic Development Corporation, among others. *Strategy outcomes are scheduled to be presented to SANDAG and ICTC groups as well as community organizations such as IMBA and AB617 meetings starting in June in Imperial County.*
- 20) **Potential Bus Stop in Calipatria:** ICTC has evaluated all 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 are proposing to utilize the IVC Express route to potentially service the area. ICTC and City staff have begun coordination to implement infrastructure associated with the bus stop(s). *ICTC has begun utilizing the IVC Express route to*

*service both bus stops along the east side (intersection of Bonita Place and Commercial Avenue) and (intersection of Alexandria Street and Brown Avenue) of Calipatria. The City of Calipatria has engaged its engineering team to review applicable infrastructure needs. ICTC has received a proposed cost to complete the infrastructure improvements. ICTC has forwarded proposed concepts for bus stop improvements at the two locations to the city staff. ICTC is looking at opportunities to include the bus stops as part of a larger bus stop improvement project.*

- 21) **State Route 98 Widening 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 \$7 million using a combination of 2016 Earmark Repurposing, Demonstration, Traffic Congestion Relief, ICTC and local funds. *The construction start date was delayed to due to environmental impacts and other utility projects in progress within the project area. Construction of the project began on August 6, 2021. The existing contractor of the project has been removed. Caltrans has secured a new temporary contractor to complete the project improvements from Ollie Avenue to Highway 111. Caltrans completed Phase 1 in late November. Phase 2 of the project commenced on January 9<sup>th</sup>, 2023. Phase 2 of the project is anticipated to be completed in the May 2023 timeframe.*
  
- 22) **State and Federal Local 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).
  
- 23) **State Legislation for Transportation Funding – SB 1 Road Maintenance and Rehabilitation Account (RMRA):** *According to the California League of Cities, overall local streets and roads allocations to cities and counties from the Highway Users Tax Account (HUTA) and the Road Maintenance and Rehabilitation Account (RMRA) are projected to climb 14.8% in the current fiscal year, 2021-22, above last year, reflecting a rebound from peak impacts of the pandemic in 2020. For the budget year 2022-23, allocations are projected to grow 10.8% over the current year. This presumes that if the scheduled July 1 cost-of-living fuel tax increase is suspended, the Legislature will backfill any revenue impacts to local governments as leaders have pledged. The estimates are based on new statewide tax revenue estimates released by the California Department of Finance with the Governor's 2022-23 Proposed Budget. The county estimates were prepared in collaboration with the California State Association of Counties.*  
*For RMRA remittance advice by cities visit: [https://www.sco.ca.gov/ard\\_payments\\_rmra\\_cities.html](https://www.sco.ca.gov/ard_payments_rmra_cities.html)*  
*For RMRA remittance advice by counties visit: [https://www.sco.ca.gov/ard\\_payments\\_rmra\\_counties.html](https://www.sco.ca.gov/ard_payments_rmra_counties.html)*
  
- 24) **State Legislation for Transportation Funding – SB 1 Local Partnership Program (LPP):** *Local Partnership Program is comprised of formulaic program and competitive programs. The Local Partnership Formulaic Program (LPFP) funds share distributions for Cycle 3 are in the amount of \$1,549,000. Cycle 3 LPFP funds must be programmed and allocated in FY 2022-2023 and before June 30, 2023. The Program guidelines require a 50% match, project nomination forms must be collected by ICTC and submitted to the California Transportation Commission (CTC) for programming approval. Subsequently, the cities/county must submit allocation request to the CTC for use of funds. A one-time extension is allowed for allocation approval by the CTC for up to 12 months. If both programming, allocation, and/or time extension is approved by June 30, 2023, funds will lapse.*

*ICTC staff is preparing to initiate the funding distribution discussion with member agency staff at the TAC meeting on August 25, 2022. Upon review and recommendations received by TAC members, project nomination forms will be gathered and presented to the ICTC Management and Commission in the September or October meetings.*

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

## 25) Partnerships with IVEDC:

- **Southern Border Broadband Consortium (SBBC):** 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; The SBBC has participated in the development of a Digital Equity Best Practices Checklist and Imperial County Broadband Priority Routes. *The grant Cycle 1 has one (1) pending invoice waiting for approval. Budget Recap:*

### **Cycle 1: 2017-2020**

Original Grant Amount: \$450,000.00

Total Reimbursements Received to Date: \$233,070

- **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 is 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 is the fiscal agent and has developed an MOU which will define roles and responsibilities (Audits, Administration and Project Management) of ICTC and IVEDC. SCS Engineers Tasks include the Quality Assurance Project Plan (QAPP) and project management plan as required by EPA. *As of February 3, 2023, there is a remaining grant balance of \$44,639. Of the \$49,398, \$38,908 is the remaining contract balance for SCS Engineers. IVEDC Staff provided an update at the Commission meeting on September 28, 2022.*

## 26) Meetings attended on behalf of ICTC:

- Various Weekly Reoccurring Calexico East POE Bridge Widening Project Meetings
- Various Weekly Project Specific Meetings
- May 11, 2023 – Calexico on Demand Celebration event in Calexico, CA
- May 17, 2023 – Gillig facility trip in Livermore, CA
- May 17-18, 2023 – California Transportation Commission meeting in San Francisco, CA
- May 17, 2023 – Unleashing the Power of Recruitment Outreach: How to Expand Your Candidate Pool training (attended by staff)
- May 18, 2023 – SB 1343: Prevention of Harassment, Discrimination, and Retaliation employee training (attended by staff)
- May 24, 2023 – ICTC Budget Workshop followed by the ICTC Commission meeting at the ICTC offices and via zoom meeting
- May 25, 2023 – ICTC TAC Meeting at the ICTC offices and via zoom meeting
- May 25, 2023 – IVRMA TAC Meeting at the ICTC offices and via zoom meeting
- June 1, 2023 – PERMA Board Meeting in Cathedral City (attended by staff)
- June 1, 2023 – SCAG Regional Council Meeting via zoom meeting
- June 8, 2023 – Imperial Mexicali Binational Alliance meeting at the El Centro City Council Chambers and via zoom meeting
- June 11-14, 2023 – Society for Human Resource Management conference in Las Vegas (attended by staff)
- June 14, 2023 – ICTC Management Committee Meeting at the ICTC offices and via zoom meeting
- June 19-21, 2023 – Mobility 21 Legislative Advocacy trip to Washington DC



## Memorandum

**Date:** June 14<sup>th</sup>, 2023

**To:** ICTC Management Committee Meeting

**From:** David Salgado, Government Affairs Officer (GAO)

**Re:** Southern California Association of Government's (SCAG) Report

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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 Committee meeting for the month of May 2023.

### **1. SCAG REGIONAL HOUSING NEEDS ASSESSMENT (RHNA) REFORM PROCESS:**

The 6th Cycle RHNA has led for requests for SCAG to pursue reform of the RHNA process. Several issues had been raised by stakeholders related to the regional determination methodology, the use of land planning factors in the SCAG RHNA methodology, and basis for RHNA appeals. As part of Assembly Bill 101, HCD is tasked with preparing a report on the RHNA reform and making recommendations to the State Legislature by December 31, 2023. To inform HCD's recommendations for improving the RHNA process and methodology, HCD has been conducting a statewide engagement process. For information on HCD's efforts, please visit HCD's [Regional Housing Needs Allocation \(RHNA\) page](#).

In July and August of 2022, SCAG staff conducted a stakeholder engagement process to gather input and feedback on RHNA reform. Staff reviewed the input and comments submitted during this process and have prepared draft recommendations. These draft recommendations will be reviewed and approved by SCAG's Community, Economic and Human Development Committee and Regional Council in late summer of 2023. Once the recommendations are approved, they will be used to inform a comment letter that SCAG will submit to the California Department of Housing and Community Development (HCD) in mid-September of 2023.

A link will be provided to the DRAFT RHNA Recommendations and the SCAG RHNA Reform Survey, open through June 30, 2023.

Comments may also be submitted to [housing@scag.ca.gov](mailto:housing@scag.ca.gov). To ensure that your comments are considered for recommendations to the CEHD Committee and Regional Council, please submit them no later than June 30, 2023.

Date	Action
May 15, 2023	Kickoff SCAG RHNA reform outreach on draft recommendations
June 22, 2023	Public listening session #1 (1-3pm) <u><a href="#">Zoom Registration</a></u>
June 27, 2023	Public listening session #2 (1-3pm) <u><a href="#">Zoom Registration</a></u>
June 30, 2023	End of SCAG outreach period
July 1, 2023	HCD progress update to Legislature
Mid-Aug. 2023	Special CEHD meeting
Sep 7, 2023	Sept. Regional Council
Early Sept. 2023	Submit comment letter on approved recommendations to HCD
Dec. 31, 2023	Due date for HCD's report to the Legislature on RHNA Reform

## **2. REAP 2.0 HOUSING INFILL ON PUBLIC AND PRIVATE LANDS GRANT PROGRAM** **SCAG is pleased to announce that the REAP 2.0 Call for Applications for the Housing Infill on Public and Private Lands (HIPP) Program Pilot is now open until July 10.**

The HIPP is a competitive Call for Applications, with an estimated \$8 million available for projects focused on: Development of affordable housing at scale on available public and private land  
Corridor-wide or area-wide regulatory infill housing actions – development and implementation  
**The completed application and all required attachments must be submitted by email to [housing@scag.ca.gov](mailto:housing@scag.ca.gov) with “HIPP Application” in the subject line. An emailed Dropbox link is also acceptable.**

## **3. SCAG DEVELOPMENT STREAMLINING EFFORTS Workshop #4**

JUNE 20, 2023 - 11:30AM - 1:00PM: Join us on Tuesday, June 20, 2023, at 11:30 a.m. for a fourth in a series of virtual workshops to learn about SCAG's Development Streamlining efforts and guidance materials to help SCAG's member agencies expedite housing approvals. The topic for this final workshop will present various California Environmental Quality Act (CEQA) provisions using prior CEQA documents and other options to streamline environmental review for qualifying housing projects.

#### **4. TOOLBOX TUESDAY: Equity Series: Youth Empowerment**

Join us **June 27 from 1 to 2:30 p.m.** for another session in the *Toolbox Tuesday Equity Series* where researchers, leaders and participants of youth empowerment programs will share their experiences to demonstrate how to integrate and institutionalize systems to improve racial equity.

The COVID-19 pandemic has brought to light many disparities at different levels. Persistent gaps in wealth between households of different racial or ethnic backgrounds reveal the effects of accumulated inequality and discrimination, as well as the drastic differences in power and opportunity for people of color. In July 2020, SCAG's Regional Council adopted a resolution affirming its commitment to meaningfully advance justice, equity, diversity and inclusion, and staff developed a Racial Equity Early Action Plan (EAP) to help facilitate the consistent integration of equity into its planning work. In March 2022, SCAG released the Equity Resource Guide (ERG), a collection of local, state, and national examples of practices and approaches to advance equity. The Toolbox Tuesday Equity Series trainings and discussions focus on the three strategies outlined in the EAP and ERG.

#### **5. REGIONAL HOUSING NEEDS ASSESSMENT (RHNA) REFORM VIRTUAL LISTENING SESSION Virtual Listening Session #1 - JUNE 22, 2023 - 1:00PM - 3:00PM**

Concurrent to the statewide RHNA reform outreach conducted by the California Department of Housing and Community Development (HCD), SCAG will conduct its own outreach for collecting input on its draft RHNA reform recommendations. Starting May 15, 2023 through June 30, SCAG is seeking input from jurisdictions, stakeholders, and the public on its draft recommendations to reform the RHNA process. Draft recommendations and a brief corresponding survey are available on the RHNA webpage.

Staff will review feedback received and prepare draft recommendations for review and approval by the CEHD Committee and Regional Council in Summer 2023. Following Regional Council action in September, the approved RHNA reform recommendations will be submitted as part of a comment letter to HCD. Questions and comments can be submitted to [housing@scag.ca.gov](mailto:housing@scag.ca.gov).

#### **6. LAST MILE BROADBAND INTERNET FEDERAL FUNDING ACCOUNT PROGRAM**

The Federal Funding Account, administered by the California Public Utilities Commission (CPUC), is a \$2 billion grant program for last mile broadband infrastructure projects to connect unserved and underserved Californians. The program was established in accordance with 2021's Senate Bill 156 (Chapter 112, Statutes of 2021). The Broadband Investments Package fact sheet provides more information on the SB 156 investments.

The first application window will open in summer 2023. Per Decision D.22-04-005, applications will be accepted every six months thereafter as long as funding is available. Staff will target to review applications

in no more than six months. Organizations will have 14 days, inclusive of holidays and weekends, to file objections to applications.

## **7. GUIDELINES APPROVAL ADDRESS CORRECTIVE ACTION**

The Regional Council took action at the June 1 meeting to approve the Surface Transportation Block Grant Program/Congestion Mitigation and Air Quality Improvement Program Guidelines (CMAQ/STBG).

During SCAG's federal certification in 2022, SCAG was issued one corrective action. With the approval of the program guidelines, by the Regional Council, and by Caltrans, the Federal Highway Administration and the Federal Transit Administration last month, SCAG has now substantially addressed the program challenges. All that remains is to ensure SCAG selects any new projects funded with CMAQ or STBG dollars consistent with the program guidelines starting next month. SCAG plans to initiate a call for project nominations in early 2024 to align with an amendment to the 2025 Federal Transportation Improvement Program.

## California Department of Transportation



To: ICTC Commission

Date: June 2023

From: GUSTAVO DALLARDA  
Caltrans District 11 Director

Subject: **DISTRICT DIRECTOR'S REPORT**

### **CONSTRUCTION**

1. **SR-98 Widening Project:** As part of the Calexico West POE Expansion project, SR-98 and Cesar Chavez Blvd were widened and improved to serve the expansion to the west. 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 by the City of Calexico. Construction for stage 1 of the SR-98 eastbound widening between Rockwood Avenue and Ollie Avenue was completed in November 2022. The construction of Stage 2 (westbound SR-98 from SR-111 to Ollie Ave) is now substantially complete. Stage 3 is estimated to begin in late June. The total project cost is estimated at \$8.2 million.
2. **I-8 Colorado River Bridge Rehab:** This project is located near the Arizona border on I-8. The scope includes replacement of bearing pads, portions of the concrete pavement on the bridge deck and approach slabs. Part of workfootprint straddles the California/Arizona border. Detours and temporary closures are expected and will be announced as the project progresses. Construction started in February 2023 and estimated completion is early 2024. The total project cost is estimated at \$11.1 million.
3. **I-8, SR-78 Bridge Rehab at Various Locations:** The project scope includes 4 bridge locations on I-8 at Brock Research Center Rd, All American Canal (left/right) Bridges and at Winterhaven Dr/4<sup>th</sup> Ave. The 2 locations on SR-78 are at Palo Verde Drain and Palo Verde Outfall bridges near Palo Verde. Work has begun at the I-8 location over the All American Canal, bridge deck work is underway. Total estimated cost is \$13.2 million.

4. **I-8 Roadside Safety Improvements:** This project will be implementing various safety improvements at various locations on I-8 between Silsbee Rd and Anderholt Rd. The scope includes slope paving, gore paving and rumble strip installations. Construction activities are expected to start late June 2023 and estimated completion is spring 2024. The total project cost is estimated at \$4.6 million.

## **PROJECT DELIVERY**

1. **Middle Mile Broadband Initiative:** In July 2021, Governor Gavin Newsom signed into law Senate Bill 156 to create an open-access middle-mile network to bring equitable high-speed broadband service to all Californians. Caltrans D11 is working with the California Department of Technology (CDT) to deliver middle mile broadband projects in Imperial County along state routes. Currently, CDT has approved segments on SR78, SR86, SR111 and SR115 totaling in 178 miles of middle mile broadband deployment. Caltrans has begun design work for these segments. The total capital cost for construction is estimated at \$62.3 million and target completion date is December 2026.
2. **Clean California Projects:** District 11 will be delivering projects funded by the Clean California Grant Program. They include bus shelter improvements in Niland(SR111), and bus shelter installations in Calipatria(SR111), Brawley(SR86) and Holtville(SR115). Additionally, median island improvements in El Centro(SR86) and a gateway beautification project at SR-7/Nina Lee Rd just north of the Calexico Port of Entry are also included as part of this effort. The projects are expected to be completed by late summer/early fall 2023. Below is a conceptual rendering of the gateway sign.



3. **SR-186 All-American Canal Bridge:** This project proposes to construct a new bridge over the All-American Canal (AAC). The new bridge will improve safety and better facilitate international and interregional movement of people, goods and services. A 2019 feasibility study proposed 8 alternatives including a no-build option. The following stakeholders have been identified, Fort Yuma Quechan Indian Tribe, US BIA, US BOR, IID, International Boundary and Water Commission, County of Imperial, Union Pacific Railroad and US GSA. *Project Milestones: Project Approval/Environmental Clearance 12/2024. The Anticipated funding fiscal year for construction is 2027/28.*



## **MAINTENANCE AND TRAFFIC OPERATIONS**

1. El Centro Traveled Way Crew – Sweeping I-8/SR111, lateral support SR111, guardrail repair SR111, drain cleaning SR86



2. El Centro Functional/Marking Crew – Sign/landscape maintenance, pavement markings/fog sealing at various locations



3. Midway Traveled Way Crew – Crack sealing SR98, storm response/repairs, fence repair I-8, guardrail repair I-8



4. Brawley Traveled Way Crew – Sweeping/brush control, SR78 clearing washes, crack sealing on SR78, fog sealing/SR78-Glamis to Ogilby Road



5. El Centro Clean CA Crew – Litter control/landscaping activities I-8/4<sup>th</sup> - Dogwood Rd and SR111/ SR98 – Cole Blvd



6. **SR-86/Customs & Border Protection Checkpoint Expansion:** AECOM has submitted a revised concept plan with a standard acceleration lane from the secondary inspection facility and it has been approved. AECOM is expected to submit revised design plans with the approved concept soon. The environmental studies are being prepared by ICTC and will soon be sent for review. Caltrans will assist ICTC in coordinating upcoming meetings.

An environmental document as well all other appropriate studies will be needed to finalize the project. A series of permits will be required for existing traffic control at the checkpoint, for the inspection operations and equipment within the facility, and for a temporary checkpoint while the project is in construction. A new Freeway Maintenance Agreement will be required for the portion of the existing canopy that is within Caltrans ROW.

## **PLANNING AND LOCAL ASSISTANCE**

1. **Project Study Report: Forrester Road Improvements** - This study is developing short, medium, and long term improvements for Forrester Road (I-8 to SR 78/86). It is being prepared as a Project Study Report – Project Development Support (PSR-PDS) and identifies improvements that can proceed to the Project Approval/Environmental Document (PA/ED) phase of the project development process. The project creates a truck bypass to the City of Westmorland by making improvements to Andre Road and Martin Road. Other projects within the PSR-PDS could move to the next phase once funding is available. The document is currently in District Circulation with anticipated completion in summer 2023.

2. **Local Assistance:**

### Reconnecting Communities: Highways to Boulevards (RC: H2B) Pilot Program

Projects will fund the conversion of key underutilized highways in the State into multi-modal corridors to reconnect communities divided by transportation infrastructure. These legacy impacts will be addressed through community-based transportation planning, design, demolition, and/or reconstruction of city streets, parks, or other infrastructure. A *call for applications* was



announced June 20, 2023. **Application deadline is September 20, 2023.** The May 9, 2023 RC:H2B workshop recording is available online–

<https://dot.ca.gov/programs/local-assistance/fed-and-state-programs/rc-h2b>

July 10, 2023 – Deadline for Safe Streets & Roads for All (SS4A) Grant Program

The United States Department of Transportation has announced a new “Safe Streets and Roads for All (SS4A) discretionary program, with \$5 billion in funding for five years. The SS4A program will consider regional, local, and Tribal projects through grants to prevent roadway deaths and serious injuries.

A Notice of Funding Opportunity, workshop dates, and further details are posted at this link – <https://www.transportation.gov/grants/SS4A>

August 1, 2023 – Deadline for FHWA Wildlife Crossings Pilot Program (WCPP)

The Wildlife Crossings Pilot Program (WCPP) is a competitive grant program with the goal of reducing Wildlife Vehicle Collisions while improving habitat connectivity for terrestrial and aquatic species. The WCPP provides funding for construction and non-construction projects.

A Notice of Funding Opportunity, workshop dates, and further details are at this link – <https://highways.dot.gov/federal-lands/programs/wildlife-crossings>

August 18, 2023 – USDOT Deadline for PROTECT Discretionary Grant Program

The USDOT Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Discretionary Grant Program helps make surface transportation more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience improvements, community resilience and evacuation routes, and at-risk coastal infrastructure.

A Notice of Funding Opportunity and further details are posted at this link – <https://www.fhwa.dot.gov/environment/protect/discretionary>

Community Response Initiative to Strengthen Emergency Systems Grant (Pilot)

The California Department of Social Services (CDSS) has a new Community Response Initiative to Strengthen Emergency Systems (C.R.I.S.E.S.) grant with \$10 million of pilot program funds that will support partnerships between city, county, and/or tribal governments, as well as other community organizations, to provide emergency response services that lessen the reliance on law enforcement as first responders in crises unrelated to fire department or emergency medical services. Applications will be due to CDSS July 14, 2023. This CDSS C.R.I.S.E.S. Grant Program link has more detailed information – <https://www.cdss.ca.gov/inforesources/cdss-programs/civil-rights/crises>

### Nationally Significant Federal Lands and Tribal Projects (NSFLTP) Program

This Program provides an opportunity to address significant challenges for transportation facilities that serve federal and tribal lands. This Federal Highway Administration (FHWA) link will advise the next call for applications in summer 2023 – <https://highways.dot.gov/federal-lands/programs/significant>

### California Transportation Commission (CTC) Allocation and Approval Requests

Please review the attached schedule of due dates and prepare requests for California Transportation Commission (CTC) approval accordingly. *Caltrans District 11 needs all documents at least two months before the CTC meets.*

*Friday, August 18, 2023 – deadline for the next CTC meeting (October 18-19, 2023)*

### Title VI Nondiscrimination Program

Local agencies must comply with all Title VI requirements (LAPM Section 9.2). *Title VI compliance is subject to review at any time.*

[www.dot.ca.gov/programs/local-assistance/guidance-and-oversight/title-vi](http://www.dot.ca.gov/programs/local-assistance/guidance-and-oversight/title-vi)

## **RELINQUISHMENTS**

1. **SR-86** from SR-111 to Countryside Dr, West Ralph Rd to Calle Estrella, and just east of Brandt Rd to SR-78. Relinquishment to County of Imperial, estimated completion 2026. (#11 on Status Map)
2. **SR-86** from Countryside Dr to Treshill Rd. Relinquishment to City of El Centro, estimated completion 2026. (#12 on Status Map)

# 2023 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:  
July 2022

2023 California Transportation Commission (CTC) Meeting Schedule	<b>Local Agency</b> <b>Submits</b> Off System Funds Requests, Program Amendments, and Time Extensions to Caltrans Districts	District Submits Off System and On System Requests to HQ Divisions	HQ Divisions Submit Final Off System and On System Requests to Budgets	Final Agenda Language Due From HQ Divisions to Office of CTC Liaison	Final Book Items Due from HQ Divisions to Office of CTC Liaison
Date and Location:	10:00 AM District & CTC	10:00 AM HQ Divisions	5:00 PM Email to HQ Budgets	10:00AM Email to CTC Liaison	10:00 AM Email to CTC Liaison Email: CTCLiaison@dot.ca.gov
<del>Jan 25-26 - Sacramento</del>	<del>Mon, Nov 28, 22</del>	<del>Mon, Dec 5, 22</del>	<del>Mon, Dec 12, '22</del>	<del>Wed, Dec 21, '22</del>	<del>Thu, Dec 22, '22</del>
<del>Mar 22-23 - Los Angeles</del>	<del>Mon, Jan 23, 23</del>	<del>Mon, Jan 30, 23</del>	<del>Mon, Feb 6, '23</del>	<del>Wed, Feb 15, '23</del>	<del>Thu, Feb 16, '23</del>
<del>May 17-18 - Bay Area</del>	<del>Mon, Mar 20, 23</del>	<del>Mon, Mar 27, 23</del>	<del>Mon, Apr 3, '23</del>	<del>Wed, Apr 12, '23</del>	<del>Thu, Apr 13, '23</del>
<del>June 28-29 - Sacramento</del>	<del>Mon, May 1, 23</del>	<del>Mon, May 8, 23</del>	<del>Mon, May 15, '23</del>	<del>Wed, May 24, '23</del>	<del>Thu, May 25, '23</del>
<del>Aug 16-17 - San Diego</del>	<del>Mon, Jun 19, 23</del>	<del>Mon, Jun 26, 23</del>	<del>Mon, Jul 3, '23</del>	<del>Wed, Jul 12, '23</del>	<del>Thu, Jul 13, '23</del>
Oct 18-19 - Central Valley	Mon, Aug 21, 23	Mon, Aug 28, 23	Tue, Sep 5, '23	Wed, Sep 13, '23	Thu, Sep 14, '23
Dec 6-7 - Riverside	Mon, Oct 9, 23	Mon, Oct 16, 23	Mon, Oct 23, '23	Wed, Nov 1, '23	Thu, Nov 2, '23

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



IMPERIAL COUNTY

STATUS OF TRANSPORTATION PROJECTS

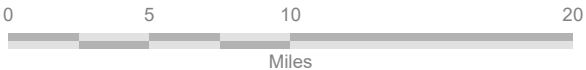


ENVIRONMENTAL	
1. SR-186/I-8 Quechan Interchange Improvements*	Complete Dec 2023
2. SR-186 All-American Canal Bridge	Complete Dec 2024
3A. SR-86 USBP Checkpoint Canopy*	Complete Fall 2023
DESIGN	
3B. SR-86 USBP Checkpoint Canopy*	Complete Fall 2023
4. Middle Mile Broadband Initiative, SR-78, SR-86, SR-111, SR-115	Construction start early 2024
CONSTRUCTION	
5. I-8 Colorado River Viaduct	Begin Construction Complete early 2024
6. Bridge Rehab Projects on I-8 and SR-78	Begin Construction March 2023, Complete Spring 2024
7. Calexico East POE Bridge Widening	Design/Build Begin Mar 2021, Complete June 2023
8. SR-86/Dogwood Road Intersection Improvements County Permit*	
9. SR-98 Widening Phase 1C Ollie Ave to Rockwood Ave	Complete Winter 2023
10. I-8 Roadside safety improvements	Begin construction June 2023, Complete Spring 2024
RELINQUISHMENT	
11. SR-86 Relinquishment to County of Imperial	Date Estimate 2026
12. SR-86 Relinquishment to City of El Centro	Date Estimate 2026

\* The California Department of Transportation (Caltrans) is a partner in this study/projects, although not the lead agency.



- Environmental
- Design
- Construction
- Relinquishment



:Project funded by Senate Bill 1

Abbreviations:

GSA: General Services Administration

POE: Port of Entry

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Questions can be directed to (619) 688-6699  
ct.public.information.d11@dot.ca.gov

Date:06/15/2023

