



TECHNICAL ADVISORY COMMITTEE REGULAR MEETING AGENDA

Local Governments and Citizens Working Together

**TECHNICAL ADVISORY COMMITTEE (TAC)
Regular Meeting
Thursday, September 12, 2019, 9:00 AM**

**Yuma County – Aldrich Auditorium
2351 West 26th Street
Yuma, Arizona 85364**

YMPO TAC Meeting

Thu, Sep 12, 2019 9:00 AM – 11:30AM PDT

YMPO TAC Webinar Link

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YMPO TAC MEMBERS

Chair	VACANT
Interim-Chair	Eulogio Vera, Public Works Director City of San Luis
Member	Samuel Palacios, Public Works Director, City of Somerton
Member	Omar Heredia, Planner, Cocopah Indian Tribe
Member	Mark Hoffman, Senior Planner, ADOT
Member	Susan Cowey, CIP Administrator, City of Yuma
Member	Joseph Grant, Public Works Director, Town of Wellton
Member	Frank Sanchez, Deputy County Engineer, Yuma County
Member	Jennifer Albers, Principal Planner, City of Yuma
Member	Jeff Kramer, City Engineer, City of Yuma
Member	Joshua Scott, Public Works Director, Yuma County
Past-Chair	Maggie Castro, Planning & Zoning Director, Yuma County

YMPO TAC EX-OFFICIOS

YCIPTA	Shelly Kreger
CALTRANS	Jacob Armstrong
FHWA	Romare Truly
FTA	Amy Corathers
EPA	Jerry Wamsley

1. Call to Order and Declaration of Votes

The meeting will be called to order and the City of Yuma will declare the number, and the distribution, of their votes.

- 2. **Title VI of the Civil Rights ACT of 1964** **Discussion and Information only**
A brief message will be read out reminding members of our Title VI obligations. Reminder to sign in at the meeting entrance and fill out the survey cards from the YMPO (optional).
- 3. **Call to the Public**
This item is to provide an opportunity for comments by the public. Individuals wishing to address the committee need not request permission in advance and are limited to three (3) minutes.
- 4. **Approval of Minutes** **Discussion and Action**
The draft minutes of August 8, 2019 TAC Regular and the YMPO TAC Workshop meeting are provided for information, discussion, and approval.
- 5. **YMPO 2018-2019 YMPO Bicycle and Pedestrian Study and Design Standards Update**..... **Information, Discussion, and/or Action**
Greenlight Traffic Engineering will provide an update for the Bike/Ped Study and Design Standards
- 6. **YMPO Safety Plan Update** **Information, Discussion, and/or Action**
Greenlight TE will provide an update for the Safety Plan.
- 7. **Highway Safety Improvement Program** **Information, Discussion, and/or Action**
The YMPO Safety Plan identified various locations where safety issues of the Fatal and Incapacitating/Serious injury have occurred. Greenlight TE with the YMPO TAC identified a prioritized list of projects and GTE completed 9 applications with 9 submitted successfully to the ADOT Traffic Safety Section.
- 8. **YMPO Traffic Count Study Update** **Information, Discussion, and/or Action**
Kimley-Horn will update the Traffic Count Study
- 9. **Request for Proposal Process**..... **Information, Discussion, and/or Action**
The Pavement Management Study has been temporarily suspended. The YMPO staff and TAC will discuss the changes required to re-release the study for the process to determine the suitable consultant for the study to continue.
- 10. **Regional Studies and Plans**..... **Information, Discussion, and/or Action**
YMPO will provide the status update for the upcoming studies and plans that will be released for the bidding process.
- 11. **In-kind Match Forms** **Information and Discussion**
YMPO uses In-Kind Match for the projects, studies, and all work that YMPO does that includes some type of matching funds.
- 12. **YMPO and ADOT**..... **Information and Discussion**
YMPO and ADOT staff will have the opportunity to update any other business that is or was not covered in the previous agenda items. This is a NO-ACTION agenda item.

13. **TAC Status Reports**.....**Information and Discussion**
Member agencies will have the opportunity to report the status of their projects (Local or Federal). A list of ongoing projects is shown in the information below.

Town of Wellton:
Coyote Wash Bridge.

Yuma County:
Bridge 7751: Wellton/Mohawk – 37E & County 6th Street
Bridge 8865: Mohawk Canal Bridge – 46E & County 1 ½ Street

City of San Luis:
Juan Sanchez Boulevard.

City of Yuma:
1st Avenue, 16th Street to Orange.
16th Street, Avenue B to Avenue C.
3E 32nd Street to 40th Street.

City of Somerton:

ADOT:
Araby Road Roundabout (South).

Cocopah Indian Tribe:

14. **Future Agenda Items**.....**Discussion**
Members will have the opportunity to suggest future items for the TAC agenda.

- A. Functional Classification.
- B. Conformity Determination Update

15. **Progress Reports**.....**Discussion**
YMPO staff has provided a list of recent activities.

- A. August 8 – ADOT FY 23/24 Safety Review Committee, Charles Gutierrez Attended
- B. August 9 – MPO/COG Planners Meeting – Charles Gutierrez Attended
- C. August 9 – TITLE VI Plan Review @ ADOT – Charles Gutierrez attended
- D. August 12 – ADOT/YMPO Coordination Meeting – Paul Ward and Charles Gutierrez attended with Gary Knight -City of Yuma, Paul Patane and Michael Jones – ADOT Southwest District
- E. August 14 – ADOT LPA Meeting, Charles Gutierrez participated
- F. August 14 – Regional Tax Meeting, Paul Ward attended
- G. August 15 – ADOT LPA HURF Walk-Thru @ Yuma County, Paul Ward and Charles Gutierrez attended
- H. August 15 – Networking for Community Resources, Melissa Ramos and De'Laurien McKenzie participated

- I. August 19 – Regional Haze second Implementation Period, Paul Ward Participated
- J. August 19 – E-Grants Reimbursement Webinar, Crystal Figueroa and Melissa Ramos participated
- K. August 21 – Short-Range Transit Plan meeting, Paul Ward and Melissa Ramos attended
- L. August 22 – MPO/COG Director’s Meeting, Paul Ward participated
- M. August 26 – YMPO GIS Assistance Kick-off, Paul Ward, De’Laurien McKenzie, and Charles Gutierrez participated
- N. August 26 – YCIPTA Board Meeting, Paul Ward and Melissa Ramos attended
- O. August 28 – Kimley-Horn and Associates meeting, Paul Ward attended
- P. September 4 – YMPO/ADOT Traffic Count Meeting, Paul Ward, Robert Aguilar, De’Laurien McKenzie, and Charles Gutierrez attended
- Q. September 4 – Rail and Heavy Freight Meeting with AZTEC, Paul Ward attended
- R. September 5 – YMPO TAC Workshop, Paul Ward and Charles Gutierrez attended
- S. September 10 – PASS Training, Melissa Ramos attended

16. Adjournment

Notice: In accordance with the Americans with Disabilities Act (ADA) and Section 504 of the Rehabilitation Act of 1973, YMPO does not discriminate on the basis of disability in the admission of or access to, or treatment or employment in, its programs, activities, or services. For information regarding rights and provisions of the ADA or Section 504, or to request reasonable accommodations for participation in YMPO programs, activities, or services, contact Paul Ward or Charles Gutierrez at 928-783-8911.

YMPO INFORMATION SUMMARY for Agenda Item #5

YMPO BICYCLE AND PEDESTRIAN STUDY AND DESIGN STANDARDS

DATE: September 9, 2019

SUBJECT: YMPO Bicycle and Pedestrian Study and Design Standards Update

SUMMARY:

Greenlight Traffic Engineering will update the TAC on work that has been completed to this point for the Bike/Ped Study and update on the Public Outreach plan.

PUBLIC INPUT:

There have been no public comments on this process to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: None

ACTION NEEDED:

This item is on the agenda for information, discussion, and possible action.

PRIOR BOARD/COMMITTEE ACTIONS:

N/A

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #6

YMPO Safety Plan Update

DATE: September 9, 2019

SUBJECT: YMPO Safety Plan Update

SUMMARY:

Greenlight Traffic Engineering will update the TAC on work that has been completed to this point for the Safety Plan Update.

PUBLIC INPUT:

There have been no public comments on this process to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL:

ACTION NEEDED:

This item is on the agenda for information and discussion

PRIOR BOARD/COMMITTEE ACTIONS:

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #7

Highway Safety Improvement Program

DATE: September 9, 2019

SUBJECT: YMPO Highway Safety Improvement Program (HSIP)

SUMMARY:

Greenlight Traffic Engineering (GTE) firm was selected to update the YMPO Safety Plan. In collaboration with the YMPO TAC, GTE used the ADOT Crash Data to determine with other factors the HSIP Prioritization for Safety Project selection/submission. GTE conducted interviews with member agencies and with the TAC and was determined that 9 application would be submitted.

YMPO asked GTE to submit on behalf of YMPO and Members. Applications went back and forth to ADOT Traffic Safety Section (TSS) for review of all applications. All applications were successfully sent back to members and as necessary the changes were made or not depending on members response.

The projects that made the selection for Yuma Region were spread out around the region. The ADOT TSS released the final application submissions for Arizona. YMPO successfully received 8 applications for FY 23/25.

Please see attached Spreadsheet for YMPO application ranking, dollar amounts, scheduled year, and B/C Ratio.

PUBLIC INPUT:

There have been no public comments on this process to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL:

ACTION NEEDED:

This item is on the agenda for information and discussion

PRIOR BOARD/COMMITTEE ACTIONS:

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

FY23/FY24 HSIP Program

Priority	OG/MPO/STAT	Agency	Potential Project	Systemic or Strategic	FY23 Design	FY23 Construction	FY24 Construction	Other Funds	Total Cost	B/C Ratio
9	YMPO	Yuma County	CO 19th St & Ave G - Centerline Rumble Strips	Spot	\$189,000.00	\$267,750.00			\$456,750.00	27.7
17	YMPO	Yuma	Various Locations - 5 PHB Installations	Spot	\$273,000.00	\$1,742,343.00			\$2,015,343.00	18.4
19	YMPO	Yuma County	County 11th at Ave G - Curve Flattening (Realignment)	Spot	\$306,946.00	\$1,492,578.00		\$108,614.00	\$1,908,138.00	17
31	YMPO	Yuma	Various Locations - 3 FYA Installations	Spot	\$162,750.00		\$330,750.00		\$493,500.00	10.9
33	YMPO	San Luis	10th Ave - Curve Flattening (Realignment)	Spot	\$306,947.00		\$1,313,113.00	\$97,766.00	\$1,717,826.00	9.5
36	YMPO	Yuma County	CO 14th St & Ave 4E - Traffic Signal & N/S Turn Lanes	Spot	\$207,932.00		\$1,359,146.00	\$70,922.00	\$1,638,000.00	8.6
38	YMPO	Yuma County	Various Locations - 19 Roadway Segments - Upgrade striping to 6"	Systemic	\$136,500.00		\$1,700,448.00		\$1,836,948.00	8
43	YMPO	Yuma	Various Locations - 5 Streets, Upgrade striping to 6"	Spot	\$136,500.00		\$568,890.00		\$705,390.00	7

YMPO INFORMATION SUMMARY for Agenda Item #9

Request for Proposal Process

DATE: September 9, 2019

SUBJECT: Request for Proposal Process

SUMMARY:

YMPO Staff will present the issue for the "Temporary Suspension" of the Study. According to 2 CFR § 200.318

Per the attached 2 CFR §200.320, methods of procurement to be followed are:

(d) Procurement by competitive proposals. The technique of competitive proposals is normally conducted with more than one source submitting an offer, and either a fixed price or cost-reimbursement type contract is awarded. It is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- (1) Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;*
- (2) Proposals must be solicited from an adequate number of qualified sources;*
- (3) The non-Federal entity must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;*
- (4) Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and*
- (5) The non-Federal entity may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.*

YMPO and the TAC will review the correct process for the MPO to proceed with the re-release of the study based on the criteria that the MPO has to us eth price as a criteria evaluation for procurement of the consultant.

PUBLIC INPUT:

There have been no public comments on this process, to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: The YMPO TAC and YMPO will have to come to acceptance of 2CFR 200.320 or the process could be halted or suspended by the Federal and state?

The process could be that all Consultant Request for Proposals and/or RFQ all be the same requirement for Plans and Studies for the MPO be an RFP with a Qualification component imbedded in the RFP.

ACTION NEEDED:

The approval of making the changes to the Procurement process be an RFP and not a RFQ with price as a consideration for the selective process.

PRIOR BOARD/COMMITTEE ACTIONS:

N/A

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911

YMPO INFORMATION SUMMARY for Agenda Item #10

Regional Studies and Plans

DATE: September 9, 2019

SUBJECT: Regional Studies and Plans

SUMMARY:

The YMPO has asked the TAC to review and comment on Scopes of Work for the Intelligent Transportation System (ITS), Rail, Heavy Freight, and Corridor Alignment Study (RHFCAS).

YMPO has received comments and updated where necessary. YMPO is ready to begin the RFP Process for Intelligent Transportation System (ITS) based on comments that have been previously submitted by the Yuma County and City of Yuma Public Works departments. The Rail study at this time is awaiting comments from the City of Yuma.

YMPO will illicit questions and comments from the TAC to confirm that each study/plan will be released to the public for procurement of a consultant to complete each project.

This process will also determine whether the study or plan is directly leading to Design/Construction.

PUBLIC INPUT:

There have been no public comments on this process to date.

TECHNICAL & POLICY IMPLICATIONS:

TECHNICAL: Upon successful agreement in the process and Scope of Work for each project, the YMPO will release the RFP to the public for the procurement process or it will be postponed until agreement can happen.

ACTION NEEDED:

This item is on the agenda for information, discussion, and/or Action

PRIOR BOARD/COMMITTEE ACTIONS:

N/A

CONTACT PERSON:

Charles A. Gutierrez, Senior Planning/Mobility Manager, 928-783-8911