

**MINUTES OF THE
MARICOPA ASSOCIATION OF GOVERNMENTS
INTELLIGENT TRANSPORTATION SYSTEMS COMMITTEE**

February 2, 2011
MAG Cholla Room, 2nd Floor
302 North First Avenue
Phoenix, Arizona

MEMBERS ATTENDING

Reza Karimvand, ADOT	Debbie Albert, City of Glendale
**Soyoung Ahn, ASU	Luke Albert, City of Goodyear
**Margaret Boone-Pixley for Bennie Robinson, City of Avondale	Nicolaas Swart, Maricopa County
**Thomas Chlebanowski, Town of Buckeye	Derrick Bailey, City of Mesa
Mike Mah, City of Chandler	Ron Amaya, City of Peoria
*Captain R. Brant Benham, DPS	Marshall Riegel, City of Phoenix
Jorge Gastelum, City of El Mirage	Bob Ciotti, Phoenix Public Transit
Bill Vachon for Jennifer Brown, FHWA	**Bill Birdwell, Town of Queen Creek
Kurt Sharp, Town of Gilbert	**Bruce Dressel, City of Scottsdale
	**Nicholas Mascia City of Surprise
	Cathy Hollow, City of Tempe

OTHERS PRESENT

Lydia Warnick, ADOT	Bertha Whitby, ADOT
Darrell Bingham, ADOT	Valarie Vacanari, ADOT
Peter Pertrotta, Fountain Hills	TransCore, Bo Gao
Jay Yenerich, PB	Steve Blair, ITS Engineer
Richard Weeks, AECOM	Don Wiltshire, YSMA
Dan Nall, Phoenix Highway Products	Smitha Kundur
Marta Gerber, Michael Baker	Yung Koprowski, Lee Engineering
Jim Lee, Lee Engineering	Brennan Kidd, Lee Engineering
Bo Gao, TransCore	Lisa Burgess, KHA
Deanna Haase, KHA	Shanthi Krishnan, Jacobs
Soroja Devarakonda, HDR	Dan Hartig, Ayres Associates
**Bennie Robinson, City of Avondale	Ashish Arawal, AMEC
Sarath Joshua, MAG	Gary Rylander, Rylander Consulting
Leo Luo, MAG	Kiran Guntupalli, MAG

- * Not present
- ** Via teleconference

1. **Call to Order**

Chairman Nicolaas Swart called the meeting to order at 9:35 AM.

2. Approval of the December 1, 2010 Meeting Minutes
Cathy Hollow moved, Debbie Albert seconded and it was unanimously carried to approve the minutes of the meeting held on December 1, 2010.

3. Call to Audience

Chairman Nicolaas Swart made a call to the audience providing an opportunity for any members of the public to address the ITS Committee. No comments were received.

4. Program Manager's Report

Sarath Joshua addressed the following items in his report:

RCN Project Update: Phase 1A project connects to member agencies' firewall. MAG is working to resolve firewall configuration issues that some member agencies encountered. Lydia Warnick from ADOT also mentioned that the ADOT firewall configuration is completed so that the multi-casting video can go through. Sarath also mentioned that member agencies from the west valley experienced communications issue due to fiber cuts. ADOT is working to resolve the problem. A video display driver update for camera chameleon will be provided by Ryan Gish at ADOT. MAG regional video conferencing system is tested and operational. Most MAG member agencies not affected by fiber cuts are able to conduct the video conference. MAG will provide training on video conferencing soon. ADOT is working with OZ engineering to develop functional requirements for fiber management software. MAG received comments related to RCN expansion from member agencies. Audrey Skidmore will provide a summary report for discussion in the next meeting.

Regional SYNCHRO Training: The training will be held from March 14 through 16 at Maricopa County Training Facility. Member agencies will need to provide contact information of the training attendants to Leo Luo.

FY2011 TSOP Project Update: Among 16 TSOP projects, 12 task orders have been issued; 2 are under stakeholder review; and the other 2 are undergoing contract amendment. Sarath confirmed with Chairman Nicolaas Swart that the TSOP projects will be launched between February and March.

5. ADOT System Engineering Analysis Checklist

Lydia Warnick made a brief presentation on the newly developed ADOT System Engineering Analysis (SEA) Checklist. SEA and Regional ITS Architecture compliance are requirements for federal funded ITS construction and procurement projects. Lydia went through the checklist and explained how to fill out the form. She also referred to MAG Regional ITS Architecture and Concept of Operations to assist member agencies in completing the form. Sarath Joshua asked what detail level of information ADOT is looking for in terms of operational resources. Lydia confirmed that MAG member agencies should have good ideas on how the system will be operated once it's built. Therefore, the resources that are required to operate the system should be identified. Chairman Nicolaas Swart asked what differences would be between the new process and the previous process. Lydia mentioned that a full report on SEA will be needed in the past. While that option is still available, the new checklist simplifies the process. The new process will only apply to new federal funded projects. Debbie Albert asked whom and how member agencies should submit the forms. Lydia mentioned that agencies could fill out the form and send it to ADOT TTG. Once approved by TTG, agencies can send the

project materials along with the form to ADOT Local Government. Nicolaas confirmed with Bill Birdwell that the form can be sent to member agencies.

6. Regional ITS Architecture Phase 2

Leo Luo made a briefly presentation on the scope of the Regional ITS Architecture Phase 2 project. Within the national and regional ITS Architecture, there is no direct link between ITS infrastructure and ITS Architecture. One of the purposes of the project is to explicitly establish this linkage to assist MAG member agencies in TIP project application. The project will also try to demonstrate some of the ITS infrastructure in the region on an internet map and the capability the region has in terms of traffic management and operations.

7. ITS Projects and the ADOT Procurement Process

Reza Karimvand introduced Valarie Vacanari and Bertha Whitby from ADOT procurement office. He mentioned that the existing ADOT procurement process may not follow the federal regulations. However, the construction projects utilizing CNS process is considered complying with the federal requirements due to the competitive bid. ADOT and FHWA are still working on a new process for procurement contracts. For all the federally funded projects that have been submitted, their qualification is under review on a case by case scenario. At the same time, no new authorization of projects will be issued until the new process is approved by FHWA. Sarath Joshua asked when ADOT plans to have the new process in place. Valarie mentioned that the process has been drafted and submitted to FHWA. Once FHWA approves the process, ADOT will implement it. Reza clarified that if the projects have been approved for funding, they can move forward. However, if the projects have not been obligated, then those projects will have to wait until the process is in place. Bill Vachon from FHWA agreed with Reza. He further explained that FHWA needs to verify the equipments are not just purchased, but also installed and performed certain functions. Debbie Albert expressed concerns on the local share that member agencies need to provide and the possibility that federal funding may not be spent. Valarie with Mike Mah that some projects may need to be rebid after the new process is in place. That could add further delays to the projects. And that will take at least 6 to 9 months. Darrell and Bill mentioned that some of the contracts may qualify and won't be delayed for so long. Valarie also mentioned that ADOT also wants to resolve the issue as soon as possible because some contracts are expiring very soon.

8. Status Reports by Committee Members

Cathy Hollow from Tempe mentioned that the city is planning to develop an ITS Strategic Plan. Derrick Bailey mentioned that the Mesa Adaptive Signal Control is moving forward. Reza from ADOT mentioned that the ITS On-call is on hold. The ramp meters along Loop 101 to Chandler Boulevard were turned on. The state wide DMS master plan project is scheduled on February 3, 2011. I-17 FMS PA project was launched. SR51 FMS PA will be launched on February 3, 2011. Reza mentioned that from February 24 through 25, a FHWA sponsored workshop on ITS Architecture will be held at ADOT. Margaret Boone-Pixley from Avondale mentioned that the interim TMC will be open bid on March 11. City of Avondale is also updating the ITS Strategic Plan. Bruce Dressel thanked Ryan Gish and Chuck McClatchey for assisting in establishing the fiber connections between Scottsdale and ADOT. Sarath announced that the Non-recurrent congestion project meeting will be held right after the ITS Committee Meeting.

9. Request for Future Agenda Items

10. Next Meeting Date

Next meeting will be held at 10:00 a.m. on Wednesday March 2, 2011.

11. Adjournment

Chairman Nicolaas Swart adjourned the meeting at 10:45 a.m.