



## **I-10 CORRIDOR COALITION Organizational Charter**

### **1.0 Introduction**

The I-10 Corridor Coalition (herein called the Coalition) is a voluntary coalition of state Departments of Transportation that are committed to a multi-jurisdictional coordination, organized around a common agenda and facilitated through a cooperative support structure. The geographic boundary of the Coalition will encompass the corridor along Interstate 10 throughout the states of California, Arizona, New Mexico, and Texas. This Charter is for organizational purposes; additional, project-specific agreements will require separate documents.

### **1.1 Authority of States to Enter into this Agreement**

Actions which will be taken under this agreement are in compliance with all participating state laws and regulations, as well as any related federal laws. No authority is granted under this agreement to exercise powers not already granted and in effect in the absence of this agreement. Each state must also have authority to enter into this agreement as outlined in 1.1.a through 1.1.d, below.

**1.1.a** Arizona Authority is granted under Arizona Revised Statutes (A.R.S.) Section 28-401(A): The department may contract under title 11, chapter 7, article 3 with a state public agency in this state or any other state if the general welfare of this state shall be promoted and protected and if not in conflict with any other law.

**1.1.b** California Authority is granted under Government Code 6502 which authorizes Caltrans to enter into a Joint Powers Agreement with out of state agencies to be used as a legal authority along with Streets and Highways code section 100.6.

**1.1.c** New Mexico Authority is granted to enter into agreements with other states in NMSA 1978, Section 67-3-28.

**1.1.d** Texas Authority is granted under Texas Transportation Code Section 201.110.

### **2.0 Vision and Goals**

The Coalition's Vision is a connected corridor throughout the four states. This corridor will employ the transportation expertise of the states collectively to enable resource sharing, joint testing, and economies of scale, while applying best practice protocols to improve safety and efficiency along the corridor, improve freight and passenger movement, expand and coordinate the use of technology along the corridor and promote cooperative planning. The Coalition members share the following goals:

- Explore the technical and operational feasibility of a multi-jurisdictional I-10 corridor.
- Develop a model for regional cooperation and interoperability that can be used in the Western region and potentially across North America.
- Develop technology, standards of practice and protocols to enable better freight movement along the corridor, in areas including but not limited to permitting, parking, platooning and inspections.
- Develop technology, standards of practice and protocols to enable better passenger movement along the corridor, in areas including but not limited to connected vehicle information sharing (V2V/V2I).
- Engage the transportation manufacturing and technology sector to participate fully in the development of products and services to be tested as part of this deployment.



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- Investigate public and key decision maker criteria for acceptance and share experiences and lessons learned to foster positive outcomes.

### 3.0 Purpose of the I-10 Corridor Coalition

The primary purposes for forming the Coalition include the following:

**Expertise:** Transportation agencies must be prepared for the growing technology wave and demand for intelligent transportation systems to be deployed on the nation's highways. Expertise and preparedness for these new technologies and the associated policy choices must be developed within and among transportation agencies. The implementation of systems based on national standards should increase interoperability, ensure cost effective procurement in a competitive environment, and improve the effectiveness of systems across the nation.

**Resource-sharing:** Several agencies acting together can accomplish more than several agencies acting alone. This is especially true in the case of a transportation corridor that serves many states. Resource-sharing and interagency financial contributions will allow the Coalition to fund research efforts, projects, and other matters of mutual interest. Coordination and sharing amongst Coalition members will also conserve precious state funding by avoiding duplicative work. Opportunities for resource sharing will be determined on a case-by-case basis and to the mutual agreement of the participating Coalition members.

**Economies of Scale:** A multi-jurisdictional approach to implementation can lead to cost savings through economies of scale and avoidance of duplicative handling and administrative overheads.

**Joint Testing:** Testing and piloting of technology and operations related activities may be conducted over the entire corridor where vehicles may potentially travel. Participating jurisdictions along the corridor may benefit from pilot projects that test issues such as interoperability policies for data exchange and remittance of revenues to the proper jurisdiction. Additionally, regional agreement on technology standards may allow certification by a single entity to be recognized amongst the Coalition members and participating jurisdictions thereby providing greater efficiency, cost savings and consistency.

**Best Practices:** As Coalition members examine the technology systems and conduct demonstrations or systems tests, their discoveries and lessons learned can be recorded and shared with other members as part of a community of practice. Value can be derived from multiple jurisdictions participating in a common research project.

### 5.0 Guiding Principles

The following principles guide the creation of this Charter, the organizational structure, governance, duties, and operating procedures of the Coalition:

- Coalition members will develop and be guided by a common agenda, as initially reflected in this Charter.
- Coalition members will develop shared measurement systems to measure and report progress/success.
- Coalition members will undertake a common work plan, and share information and lessons learned from their separately sponsored (but mutually reinforcing) activities.
- Coalition members will commit to continuous communication and active participation in all workshops,





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meetings and activities.

- Coalition members will develop and provide adequate organizational support.
- Coalition members will pool their time, talent and financial resources to achieve common goals.
- This Charter is for organizational purposes; additional, project-specific agreements shall require separate documents.

### **6.0 Organizational Structure**

#### **6.1 Steering Committee:**

For the purpose of taking formal action, including adoption of the operating procedures, each coalition member shall be represented by its Director or Cabinet Secretary or his/her designee. These individuals shall constitute the Steering Committee for the I-10 Corridor Coalition. The Steering Committee shall have the authority to appoint additional committees. Specific committees will be defined within the Operating Agreement. The Steering Committee shall meet at least once annually, either by teleconference or in person.

#### **6.2 Membership Requirements**

Initial Coalition Membership shall consist of the four states (Arizona, California, New Mexico, and Texas) through which the I-10 corridor passes. Additional Coalition members may be added subject to Steering Committee approval.

Members shall commit to (1) adopting this Charter by signature or other written intent to join the Coalition signed by the jurisdiction's transportation agency at the highest level of executive authority; (2) providing joint funding through interagency agreements or financial participation in a Transportation Pooled Fund Program created to facilitate the Coalition; and (3) participating regularly in the Coalition's Steering Committee (described in Section 6.1).

#### **6.3 Membership Expectations and Requirements**

The Coalition is envisioned as a collaborative effort in which each state's time, talent and funding is committed to the good of the whole. Coalition members are expected to contribute to the costs of the identified work plan, task orders and deliverables to the greatest extent possible. Some states may be asked to provide staff and administrative support, as appropriate, in order to sustain the Coalition and its work.

Each Coalition Member shall contribute to any general administrative costs of the Coalition through funding allocations to be approved at meetings of the Coalition's Steering Committee. The Coalition shall strive to keep such costs as reasonable as possible, relying on in-kind contributions of members to the greatest extent practicable. Annual contributions to the potential Transportation Pooled Fund may serve as the primary funding mechanism for any shared support costs.

#### **6.4 Funding Requirement**

Member contributions shall fund the Coalition's activities, including but not limited to: (1) administrative and



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operational costs; (2) meeting costs for the Steering Committee and any subcommittees; and (3) costs associated with completing any jointly funded projects or tasks identified in the Work Plan. Members can expect that private sector partners will also contribute funding or provide in-kind cost share contributions to the project to minimize costs. Annual funding amounts will be addressed in the Operating Agreement, which will be a separate agreement between the States.

All applicable and appropriate state laws pertaining to procurement and bidding shall be followed; where applicable, all laws and regulations pertaining to Public-Private Partnerships shall likewise be followed.

### **7.0 Governance**

#### **7.1 Operating Procedures**

The Steering Committee shall adopt Operating Procedures that further define policies and procedures as deemed appropriate, including establishment of any subcommittees of the Steering Committee.

#### **7.2 Voting Rights**

Whenever possible, decisions will be made by consensus. If the Steering Committee determines that a decision requires a vote, each member shall have one voting seat on the Steering Committee with a majority vote required to pass the decision. Committee members may vote by proxy, subject to at least 24 hours advance notice to the Committee Chair.

#### **7.3 Amendments**

When possible, amendments, such as the addition of additional members to the Coalition, to this Charter will be made by consensus of the voting membership. If circumstances require amendments to be made by voting, a *majority* vote of the voting membership will be required. If a quorum is not present the entire membership shall be polled.

### **8.0 Duties**

#### **8.1 Work Plan and Budget**

Each year the Steering Committee shall develop a work plan. The work plan may include specific projects, tasks, and deliverables, and that a corresponding fund may be agreed upon to fund the specific projects, tasks and deliverables. In consultation with the Program Administrator, the Steering Committee shall prepare a budget to support the Work Plan.

#### **8.2 Program Administration**

A single member shall be designated as "Program Administrator" and shall serve as the fiscal agent for the Coalition. If a Transportation Pooled Fund (TPF) Program is established, the Program Administrator shall also serve as Sponsor of the Transportation Pooled Fund (TPF) Program pursuant to Federal Highway Administration rules.





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Concerns or complaints regarding the Program Administrator or its actions shall be brought to the attention of the entire Steering Committee for appropriate action.

### 8.3 General Support

The Program Administrator shall be responsible for (1) managing the member contributions, including any contributions made pursuant to a TPF Program; (2) ensuring the timely payment of vendors and consultants; (3) providing appropriate reimbursements for members' authorized expenditures; and (4) providing all required reports, including any TPF Program reports to FHWA and TPF participants.

### 8.4 Management Budget

The Program Administrator shall be responsible for administering a Management Budget, which may include travel and per diem payments for active participants or their designated representatives. Per diem and travel policies shall be administered consistently for each Coalition member, and shall be further detailed in the Operating Procedures or as separately issued policies.

The Program Administrator shall report all expenditures, regardless of amount, to the Steering Committee. The reports shall be included in Steering Committee minutes.

### 9.0 Operating Procedures

The Steering Committee shall adopt a set of draft initial Operating Procedures following the adoption of this Charter. The Steering Committee may subsequently amend the Operating Procedures upon majority vote of the members.

  
John Halikowski, Director      Date  
Arizona Department of Transportation

  
Malcolm Dougherty, Director      Date  
Caltrans

  
Tom Church, Cabinet Secretary      Date  
New Mexico Department of Transportation

  
James Bass, Executive Director      Date  
Texas Department of Transportation