

*BRAWLEY*

*CALIPATRIA*

*HOLTVILLE*

*WESTMORLAND*



*CALEXICO*

*EL CENTRO*

*IMPERIAL*

*IMPERIAL COUNTY*

## AGENDA

**WEDNESDAY, SEPTEMBER 23, 2015**  
**6:00 PM or immediately after the ICTC meeting**

**County Administration Building, 2<sup>nd</sup> Floor**  
**Board of Supervisors Chambers**  
**940 W. Main St.**  
**El Centro, CA 92243**

**CHAIRPERSON: Jim Predmore**

**EXECUTIVE DIRECTOR: Mark Baza**

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Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

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

### **II. EMERGENCY ITEMS**

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

### **III. PUBLIC COMMENTS**

Any member of the public may address the Authority for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Authority. The Authority will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

### **IV. CONSENT CALENDAR**

- A. Approval of LTA Board Draft Minutes: June 24, 2015 Page 4

### **V. ACTION CALENDAR**

- A. Fund Request for the Installation of a Traffic Signal at State Route (SR) 86 and Dogwood Road in Imperial County Page 10

Staff recommends consideration by the LTA Board to take the following actions after public comment, if any:

1. Approve the allocation for additional funding needed in the amount \$1,680,815 from the Regional Highway set-aside from the Measure D allocations.
2. Authorize the Executive Director to execute the necessary agreements between the County and ICTC.

**1405 N. Imperial Ave., Suite 1, El Centro, CA 92243**  
**Phone: (760) 592-4494, Fax: (760) 592-4497**

**VI. REPORTS**

- A. Executive Director Report on page 15

**VII. ADJOURNMENT**

- A. Motion to Adjourn

# IV. CONSENT CALENDAR

A. APPROVAL OF LTA BOARD DRAFT MINUTES:

JUNE 24, 2015



Local Transportation Authority

**MINUTES FOR JUNE 24, 2015**

**VOTING MEMBERS PRESENT:**

City of Brawley	George A. Nava
City of Calipatria	Maria Nava-Froelich
City of El Centro	Sedalia Sanders
City of Holtville	Jim Predmore – Chairman
City of Imperial	Mark Gran
City of Westmorland	Lawrence D. Ritchie
County of Imperial	Jack Terrazas
 Executive Director	 Mark Baza (non-voting)

**OTHERS PRESENT:** Cristi Lerma (staff), Kathi Williams (staff), David Salgado (staff), Michelle Bastidas (staff), Virginia Mendoza (staff)

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

Meeting was called to order by Chair Predmore at 6:30 p.m. and roll call was taken.

**II. EMERGENCY ITEMS**

There were none.

**III. PUBLIC COMMENTS**

No public comment

**IV. CONSENT CALENDAR**

A. A motion was made by Sanders and seconded by Nava to approve the May 27, 2015 Minutes for the LTA Board, **Motion Carried unanimously.**

**V. ACTION CALENDAR**

A. Administrative Services Budget FY 2015-16

Ms. Williams stated that the Administrative Budget is funded by 1% of the funds received annually for the LTA program. Staff estimated costs for the auditing, legal, office expense and staff salaries associated for the proper oversight functions.

The ICTC Management Committee met on June 10, 2015 and forwarded this item to the LTA Board for review and approval after public comment, if any:

1. Approved the FY 2015-16 Administrative Services Budget for the Local Transportation Authority

A motion was made by Nava and seconded by Nava-Froelich, **Motion Carried unanimously.**

B. Legal Services Agreement FY 2015-16 to FY 2016-17; County of Imperial and the Local Transportation Authority (LTA)

Ms. Williams stated that the County's Office of County Counsel has provided generalized legal services to the Authority for several years for an annual amount of \$5,000. LTA and County Counsel staff have calculated an approximate cost for services and developed an agreement for the continuation of services for FY 2015-16 and FY 2016-17 for an annual amount of \$7,500.

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

1. Authorized the Chairperson to sign the agreement for legal services between the County of Imperial and the Local Transportation Authority for an annual cost not to exceed \$7,500 annually effective July 1, 2015 through June 30, 2017
2. Directed staff to forward the agreement to the County of Imperial

A motion was made by [Sanders](#) and seconded by [Nava-Froelich](#), **Motion Carried unanimously.**

C. Audit and Accountancy Agreement for the Local Transportation Authority (LTA): FY 2014-15, FY 2015-16 and FY 2016-17

Ms. Williams stated that the professional services competitive bid for the next three year period for fiscal audit services recently concluded. The audit agreement is for work associated with FY 2014-15, FY 2015-16 and FY 2016-17

Three proposals were received for the work. An evaluation committee comprised of staff from ICTC/LTA, the City of Brawley and the County of Imperial reviewed and scored the proposals. The scoring process utilized standard categories including but not limited to; relevant experience, references, and cost.

The firm of **Vavrinek, Trine, Day and Co. LLP** was identified as the most responsive for the audit project.

LTA staff recommended that the Local Transportation Authority:

1. Authorized the Chairman to sign the agreement and engagement letter for financial audit services effective July 1, 2015, for the audit period FY 2014-15, FY 2015-16 and FY 2016-17 with the firm of **Vavrinek, Trine, Day and Co. LLP** for the not to exceed annual fees per the following schedule
  - a. For the audit period July 1, 2014 through June 30, 2015, the annual not to exceed fee set at \$74,500.
  - b. For the audit period July 1, 2015 through June 30, 2016, the annual not to exceed fee set at \$76,735.
  - c. For the audit period July 1, 2016 through June 30, 2017, the annual not to exceed fee set at \$79,037.

A motion was made by [Nava](#) and seconded by [Gran](#), **Motion Carried unanimously.**

**VI. REPORTS****A. Executive Director Reports**

- Ms. Mendoza highlighted the list of all LTA projects for the upcoming fiscal years submitted to date including the bod projects.

<b>Agency</b>	<b>Project Name</b>	<b>FY 2014/15</b>	<b>FY 2015/16</b>	<b>FY 2016/17</b>
Brawley	Rio Vista Ave. (D St. to Jones St.)	Construction		
Brawley	A St. (Rio Vista Ave. to Western Ave.)	Construction		
Brawley	B St. (N. 1 <sup>st</sup> St. to N. Imperial Ave.)	Construction		
Brawley	N. 11 <sup>th</sup> St. (Magnolia St. to River Dr.)	Construction		
Brawley	Bina St. (Magnolia St. to River Dr.)	Construction		
Brawley	A St. (N. Cesar Chavez St. to Cul de Sac)	Construction		
Brawley	Cortez Court (Magnolia to Cul de Sac)	Construction		
Brawley	N. Adams St. (B St. to Magnolia St.)	Construction		
Brawley	B St. (N. Cesar Chavez St. to N. Palm Ave.)	Construction		
Brawley	N. Palm Ave. (E. Main St. to River Dr.)	Construction		
Brawley	N. Palm Dr. (Magnolia St. to Adler St.)	Construction		
Brawley	N. 14 <sup>th</sup> St. (Adler St. to Cul de Sac)	Construction		
Brawley	Magnolia St. (N. 13 <sup>th</sup> St. to N. Eastern Ave.)	Construction		
Brawley	N. 13 <sup>th</sup> St. (B St. to Magnolia St.)	Construction		
Brawley	N. 13 <sup>th</sup> St. (D St. to C St.)	Construction		
Brawley	N. 14 <sup>th</sup> St. (D St. to C St.)	Construction		
Brawley	C St. (N. 13 <sup>th</sup> St. to N. Eastern Ave.)	Construction		
Brawley	Jones St. (N. Eastern Ave. to N. Best Ave.)	Construction		
Brawley	Shank St. (N. Best Ave. to E. City limits)	Construction		
Brawley	G St. (S. Cesar Chavez St. to S. Palm Ave.)	Construction		
Brawley	H St. (S. 9 <sup>th</sup> St. to S. Eastern Ave.)	Construction		
Brawley	I St. (S. 9 <sup>th</sup> St. to S. Palm Ave.)	Construction		
Brawley	S. Palm Dr. (I St. to H St.)	Construction		
Brawley	I St. (S. Eastern Ave. to S. Best Ave.)	Construction		
Brawley	K St. (S. Eastern Ave. to S. 18 <sup>th</sup> St.)	Construction		
Brawley	S. 18 <sup>th</sup> St. (K St. to Malan St.)	Construction		
Brawley	S. 17 <sup>th</sup> St. (K St. to Malan St.)	Construction		
Brawley	S. 16 <sup>th</sup> St. (K St. to Malan St.)	Construction		
Holtville	SR-115/5 <sup>th</sup> St. Sidewalk Phase II (North)	Construction		
Holtville	9 <sup>th</sup> St. (Cedar to Palm)	Construction		
Holtville	4 <sup>th</sup> St. (Cedar to Walnut)	Construction		
Holtville	Alamo River Trail Phase I	Construction		
Holtville	Walnut Ave. Phase II		Construction	
Holtville	Cedar Avenue Sidewalk (4 <sup>th</sup> to 5 <sup>th</sup> )	Design	Construction	
Holtville	Street Maintenance Phase I	Construction		

Holtville	Alamo River Trail Phase II		Design	Construction
Holtville	Street Maintenance Phase II		Construction	
Holtville	Street Maintenance Phase III			Construction
Holtville	9 <sup>th</sup> Street (Palm to Olive)			Design
Imperial	2 <sup>d</sup> Street from SR86 to "P" Street			
Imperial	Pavement Overlay Program a. Southwest City b. Northeast City			
Westmorland	N. Center St. (7 <sup>th</sup> St. to 8 <sup>th</sup> St.)		Design	
Westmorland	1 <sup>st</sup> St. (S. Center St. to F St.)			
Westmorland	1 <sup>st</sup> St. (H St. to G St.)			
Westmorland	2 <sup>nd</sup> St. (G St. to S. Center St.)			
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Westmorland	5 <sup>th</sup> St. (G St. to B St.)			
Westmorland	5 <sup>th</sup> St. (H St. to West end of street)			
Westmorland	7 <sup>th</sup> St. (H St. to Martin Rd.)			
Westmorland	7 <sup>th</sup> St. (D St. to Center St.)			
Westmorland	G St. (SR-86 to 3 <sup>rd</sup> St.)			

- a. LTA Bond Projects:** Below is a list of allocation request for LTA Sales Tax Revenue Bond funded projects processed to date.

Processed Date	Receipt of funds	Agency	Project Description	Requisition Number	Total Request Amount
8/14/13	8/29/13	County of Imperial	Phase 1 of 3 anticipated phases of road rehabilitation projects that will improve approximately 18.7 miles of roads in the County	1 of 1	\$2,823,570.07
1/02/14	1/13/14	City of Calipatria	Street rehabilitation of Lake Avenue – between Elder Street to Bowles Road	1 of 1	\$148,890.50
4/30/14	5/27/14	City of Calexico	Reconstruction and widening of 2 <sup>nd</sup> Street – between the New River bridge and the Calexico International Airport	1 of 1	\$3,000,000
4/21/14	4/30/14	City of Calipatria	Street rehabilitation of Imperial Street, Brown Street, and Fern Street	1 of 3	\$389,156.22
4/21/14	4/30/14	City of Calipatria	Street rehabilitation of Imperial Street, Brown Street, and Fern Street	2 of 3	\$453,383.95
6/20/14	6/25/14	City of Calipatria	Street rehabilitation of Imperial Street, Brown Street, and Fern Street	3 of 3	\$580,997.50
11/06/14	12/04/14	City of Calexico	2014 Street Improvement Project	1 of 2	\$1,315,425.04
11/06/14	12/09/14	City of Brawley	A Street Rehabilitation Project	1 of 2	\$49,256.01
11/06/14	12/09/14	City of Brawley	Asphalt Rehabilitation Project of River Drive	1 of 2	\$22,052.98
11/06/14	12/09/14	City of Brawley	Eastern Avenue Rehabilitation Project	1 of 2	\$530,935.02

11/06/14	12/08/14	City of Brawley	Re-advertisement of Streets Rehabilitation Phase IX	1 of 2	\$1,784,142.90
1/05/15	1/06/15	City of Imperial	South N Street Project	1 of 1	\$551,655.79
1/14/15	2/19/15	City of Imperial	Street Improvement Project Asphalt Rubber Composite Layer on Designated Streets	1 of 10	\$731,342.77
4/17/15	4/21/15	City of Imperial	Street Improvement Project Asphalt Rubber Composite Layer on Designated Streets	2 of 10	\$59,350.00
4/17/15	4/22/15	City of Calexico	2014 Street Improvement Project	2 of 2	\$1,560,371.86
In process	June 2015	City of Brawley	A Street Rehabilitation Project	2 of 2	\$8,142.94
In process	June 2015	City of Brawley	Asphalt Rehabilitation Project of River Drive	2 of 2	\$884.10
In process	June 2015	City of Brawley	Eastern Avenue Rehabilitation Project	2 of 2	\$118,595.42
In process	June 2015	City of Brawley	Re-advertisement of Streets Rehabilitation Phase IX	2 of 2	\$645,361.25
<b>TOTAL:</b>					<b>\$14,773,514.32</b>

**b. LTA Bond Projects:** Below is a list of allocation request for LTA Sales Tax Revenue Bond funded projects pending submittal.

Processed Date	Receipt of funds	Agency	Project Description	Requisition Number	Total Request Amount
TBD		County of Imperial	Phase II-A AC Overlay Improvements of Various County Roads, Project No.5663		\$2,340,000
TBD		County of Imperial	Phase II-B Cold in Place Road Reconstruction Improvements of Various County Roads, Project No.5663		\$4,265,000
TBD		County of Imperial	Phase II-C La Brucherie Road Improvements from I-8 to West Side Main Canal, Project No.5663I		\$1,885,000
<b>TOTAL:</b>					<b>\$8,490,000.00</b>

## VII. ADJOURNMENT

Meeting Adjourned at 6:50 p.m.



# V. ACTION CALENDAR

- A. FUND REQUEST FOR THE INSTALLATION OF A TRAFFIC SIGNAL AT STATE ROUTE (SR) 86 AND DOGWOOD ROAD IN IMPERIAL COUNTY

*BRAWLEY*

*CALIPATRIA*

*HOLTVILLE*

*WESTMORLAND*



*CALEXICO*

*EL CENTRO*

*IMPERIAL*

*IMPERIAL COUNTY*

September 18, 2015

James Predmore, Chair  
Local Transportation Authority  
1405 N. Imperial Ave., Suite 1  
El Centro, CA 92243

SUBJECT: Fund Request for an Installation of a Traffic Signal at SR-86 and Dogwood Road in Imperial County

Dear Members of the Authority:

The County of Imperial has made a request to the LTA for funds from the regional highway set-aside for the installation of a Traffic Signal at SR-86 and Dogwood Road in Imperial County. The total project cost is \$2.5 million. The County has received funds from private development in the sum of \$819,185.00. To complete the installation the County is requesting \$1,680,815.00 from LTA funds. See attached letter of request.

Since this segment of SR-86 is a significant regional corridor for Imperial County and the revenue is available in the highway set-aside program, staff recommends consideration by the LTA Board to take the following actions after public comment, if any:

1. Approve the allocation for additional funding needed in the amount \$1,680,815.00 from the Regional Highway set-aside from the Measure D allocations.
2. Authorize the Executive Director to execute the necessary agreements between the County and ICTC.

Sincerely,

A handwritten signature in blue ink that reads "Mark Baza".

MARK BAZA  
Executive Director

Attachment

MB/cl

**1405 N. Imperial Ave., Suite 1, El Centro, CA 92243**  
**Phone: (760) 592-4494, Fax: (760) 592-4497**



Public Works works for the Public



COUNTY OF IMPERIAL

August 4, 2015

DEPARTMENT OF PUBLIC WORKS

Mr. Mark Baza  
Executive Director  
Local Transportation Authority  
1450 N. Imperial Ave. Suite 1  
El Centro, CA

155 S. 11th Street  
El Centro, CA  
92243

tel: (442) 265-1818  
fax: (442) 265-1858

**SUBJECT      Fund Request to the Local Transportation Authority (LTA)-  
Installation of Traffic Signal at SR86 and Dogwood Road in Imperial  
County; County Project No. 3834**

Dear Mr. Baza:

Imperial County through the Imperial County Department of Public Works (ICDPW) is in the process of installing a much needed traffic signal light with associated geometric improvements, as required by Caltrans, at the intersection of State Route 86 and Dogwood Road to assist in traffic flow and to better protect the motoring public's safety. The ICDPW will be funding this project through fair share funds collected from local developments. To date ICDPW has collected a total of \$819,185.00 from private development. The overall project cost is estimated at \$2.5 million:

- \$1,700,000      Bare construction
- \$240,000      Construction Management
- \$60,000      Geotechnical Services
- \$50,000      Property acquisition
- \$400,000      Super pave as requested by Caltrans.

ICDPW has completed the environmental review and is nearly complete with the design process for the signalization. ICDPW is also moving forward with the acquisition of the necessary right of way for the project and anticipates project construction beginning in spring of 2016.

The County is seeking additional funds from the Local Transportation Authority's (LTA) regional highway set-aside fund designated for improvements on state highways or other designated regional highways within Imperial County. Since the traffic signal installation is a significant improvement on a state highway that serves a high volume of regional traffic it is an excellent candidate for the set-aside fund. The proposed signal has the ability to reduce traffic congestion by providing better traffic flow for the motoring public as well as better accessibility for pedestrians.

The County is requesting funding in the amount of \$1,680,815.00 to assist in construction of the improvements at the aforementioned intersection.

In closing, I would like to reiterate that the installation of the traffic signal and associated improvements is an excellent project for receiving construction funds from the LTA's set-aside

fund for regionally significant improvements on a state highway and the County looks forward to discussing the project with you in further detail.

Should you have any questions please do not hesitate to contact the Department at (442) 265-1818. Thank you.

Respectfully,

A handwritten signature in cursive script that reads "William S. Brunet". The signature is written in black ink and is positioned above the typed name.

William S. Brunet, PE  
Director of Public Works  
Imperial County

ga

*Brawley*

*Calipatria*

*Holtville*

*Westmorland*



Local Transportation Authority

*Calexico*

*El Centro*

*Imperial*

*County of Imperial*

**7243000 LTA 5% State Hwy Set-Aside**

Project	Amount	Approved by LTA Board	Expended on
Traffic Signal SR 86 & S Main St. Westmorland	\$373,000	7/24/2013	4/30/2014
Traffic Signal SR 22 & SR 86 Salton City	\$438,858	9/24/2014	1/12/2015

**Totals \$811,858**

LTA 5% Regional Hwy Balance as of 9/18/2015	\$4,942,140	Pending projects
Heber Bus Stop & Ped Access SR 86	\$707,000	LTA Board approved on 8/27/2014
Traffic Signal SR 86 & Dogwood Rd Imperial County	\$1,680,815	LTA Board agenda item on 9/23/2015

**Balance Remaining \$2,554,325**

# VI. EXECUTIVE DIRECTOR REPORT

- A. ICTC EXECUTIVE DIRECTOR REPORT
- B. SCAG REPORT
- C. CALTRANS - DISTRICT 11 REPORT

*BRAWLEY*

*CALIPATRIA*

*HOLTVILLE*

*WESTMORLAND*



*CALEXICO*

*EL CENTRO*

*IMPERIAL*

*IMPERIAL COUNTY*

# Memorandum

**Date:** September 18, 2015  
**To:** Local Transportation Authority  
**From:** Mark Baza, Executive Director  
**Re:** **Executive Director’s Report**

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The following is a summary of the Executive Director’s Report for the LTA meeting of September 23, 2015:

1. The FY 2014-15 LTA audit is in progress. The audit team from the firm, Vavrinek Trine and Day (VTD) met with ICTC staff on September 15-16, 2015. The team is scheduled to meet with the cities in late September and October. Below is a list of their schedule.
  - City of Brawley – Thursday, October 1, 2015
  - City of Calexico – Wednesday, October 21, 2015
  - City of Calipatria – Tuesday, September 29, 2015
  - City of El Centro – Monday, October 19, 2015
  - City of Holtville – Tuesday, October 20, 2015
  - City of Imperial – Wednesday, September 30, 2015
  - City of Westmorland – pending
  - County of Imperial – Monday, September 28, 2015
  
2. **Member Agency Coordination:** ICTC staff will be requesting member agencies 2015 Maintenance of Effort documentation, summary of projects completed in fiscal year 2015, their Five-Year Expenditure Plans for fiscal year 2016, and a list of projects planned to be completed in 3 to 5 years. To date, ICTC staff has received submittals from a couple agencies and follow up is needed.

a. **Below is the list of LTA projects for the upcoming fiscal years submitted to date:**

Agency	Project Name	FY 2014/15	FY 2015/16	FY 2016/17
Brawley	Rio Vista Ave. (D St. to Jones St.)	Construction		
Brawley	A St. (Rio Vista Ave. to Western Ave.)	Construction		
Brawley	B St. (N. 1 <sup>st</sup> St. to N. Imperial Ave.)	Construction		
Brawley	N. 11 <sup>th</sup> St. (Magnolia St. to River Dr.)	Construction		
Brawley	Bina St. (Magnolia St. to River Dr.)	Construction		
Brawley	A St. (N. Cesar Chavez St. to Cul de Sac)	Construction		
Brawley	Cortez Court (Magnolia to Cul de Sac)	Construction		
Brawley	N. Adams St. (B St. to Magnolia St.)	Construction		
Brawley	B St. (N. Cesar Chavez St. to N. Palm Ave.)	Construction		
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Agency	Project Name	FY 2014/15	FY 2015/16	FY 2016/17
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Brawley	Jones St. (N. Eastern Ave. to N. Best Ave.)	Construction		
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Imperial	Pavement Overlay Program a. Southwest City b. Northeast City			
Westmorland	N. Center St. (7 <sup>th</sup> St. to 8 <sup>th</sup> St.)		Design	
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3. **LTA Bond Projects:** Below is a list of allocation request for LTA Sales Tax Revenue Bond funded projects processed to date.

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			approximately 18.7 miles of roads in the County		
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4/17/15	4/21/15	City of Imperial	Street Improvement Project Asphalt Rubber Composite Layer on Designated Streets	2 of 10	\$59,350.00
4/17/15	4/22/15	City of Calexico	2014 Street Improvement Project	2 of 2	\$1,560,371.86
5/27/15	6/22/15	City of Brawley	A Street Rehabilitation Project	2 of 2	\$8,142.94
5/27/15	6/22/15	City of Brawley	Asphalt Rehabilitation Project of River Drive	2 of 2	\$884.10
5/27/15	6/22/15	City of Brawley	Eastern Avenue Rehabilitation Project	2 of 2	\$118,595.42
5/27/15	6/22/15	City of Brawley	Re-advertisement of Streets Rehabilitation Phase IX	2 of 2	\$645,361.25
6/23/15	8/24/15	City of Imperial	Street Improvement Project Phase I	3 of 10	\$1,158.47
8/06/15	9/16/15	County of Imperial	Willoughby Road Resurfacing Project	1 of 2	\$524,276.76
8/06/15	9/16/15	County of Imperial	Dogwood Road Resurfacing Project	1 of 2	\$649,304.39
<b>TOTAL:</b>					<b>\$15,948,253.94</b>

**1405 N. Imperial Ave., Suite 1, El Centro, CA 92243**

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