

KINGS COUNTY AREA PUBLIC TRANSIT AGENCY
Board of Directors
Special Meeting (Time and Place)

610 W. 7th Street - Hanford, California 93230 (559) 852-2692 www.kartbus.org

Meeting Date: June 22, 2022
Time: 2:00 PM
In Person: City of Hanford Council Chambers
400 N Douty Street
Hanford, CA 93230

Virtual: Join Zoom Meeting
<https://zoom.us/j/97246571368?pwd=SktKWmJRYUJcGhiVjM0SUo4YW5NZz09>

If you need special assistance to participate in this meeting or language assistance, please contact the Clerk of the Board at (559)852-4623 by 4:00 PM on the Monday before this meeting. Agenda backup information and any public records provided to the Board after the posting of the agenda for this meeting will be available for public review at 610 W. 7th Street, 230.

HYBRID MEETING AGENDA

KINGS COUNTY AREA PUBLIC MEETING PROTOCOL IN RESPONSE TO CORONAVIRUS COVID-19

California Governor Galvin Newsom signed into Law AB 361 on September 16, 2021, relating to the convening of public agency meetings via teleconference in light of the COVID-19 pandemic. Under this authority, the Kings County Area Public Transit Agency will convene its public meetings via video and teleconference. Pursuant to AB 361, and as advised by local Health Officials, The Kings County Area Public Transit Agency, Agency staff, and interested members of the public may attend the meeting in person.

The meeting can also be attended via Internet by clicking this link **Zoom Meeting** address:

<https://zoom.us/j/97246571368?pwd=SktKWmJRYUJcGhiVjM0SUo4YW5NZz09> and select **open zoom meeting**

Members of the public attending via **Zoom** will have the opportunity to provide public comment during the meetings. The link will be posted at our website: <https://www.kartbus.org/category/board/>

Members of the public who wish to comment may submit written comments on any matter within the Board's subject matter jurisdiction, regardless of whether it is on the agenda for Board consideration or action. Those comments will be entered into the administrative record of the meeting. To submit written comments by U.S. Mail or email for inclusion in the meeting record, they must be received by the Clerk of the Board of KCAPTA no later than 11:00 AM on the morning of the noticed meeting. To submit written comments by email, please forward them info@kartbus.org. To provide such comments by U.S. Mail, please sent them to: Clerk of the Board of KCAPTA, 610 W 7th Street, Hanford, CA 93230

<u>ITEM #</u>	<u>DESCRIPTION</u>	<u>ACTION</u>
1.	CALL TO ORDER <i>Roll Call – Clerk of the Board</i>	
2.	UNSCHEDULED APPEARANCE <i>Any person may directly address the Board at this time on any item on the agenda or on any other topics of interest to the public that is within the subject matter jurisdiction of the Board. Five (5) minutes are allowed for each item.</i>	
3.	CONSENT ITEMS <i>All items listed as consent items are considered routine and will be enacted by one motion. Any discussion of any consent item will be removed at the request of any Board member and made a part of the regular agenda.</i>	ACTION
	A. Summary Minutes of Meeting May 25, 2022 B. KART Operational Statistics C. Approve Amended LCTOP Resolution No. 22-07	
4.	FINDING OF NECESSITY AND REAFFIRMING RESOLUTION NO. 22-03	ACTION
5.	AWARD CNG MAINTENANCE CONTRACT TO CLEAN ENERGY	ACTION
6.	AWARD VANPOOL SERVICE PROVIDER CONTRACT TO ENTERPRISE LLC	ACTION
7.	MISCELLANEOUS COMMENTS FROM STAFF	INFORMATION

Attachments:

- A – MINUTES OF MAY 25, 2022
- B – RESOLUTION 22-07 (Amended LCTOP Resolution)
- C – RESOLUTION 22-03 Public Meeting Protocol
- D – AGREEMENT 22-04 (Clean Energy)
- E – AGREEMENT 22-05 (Enterprise LLC)

STAFF REPORT

3. CONSENT ITEM:

A. Summary Minutes of Special Meeting May 25, 2022

B. KART Operational Statistics

The Transportation Development Plan (TDP) for Kings County establishes operational performance standards for KCAPTA transit operations. Staff uses these standards to evaluate specific needs for transit services and develop plans for improvements and service revision. Monthly, Staff evaluates KCAPTA operational performance and compares them to the standards set in the TDP. Performance monitoring is also required as part of our Title VI Program.

Per KCAPTA Title VI Program (June 2022-2025), on-time performance and farebox recovery rates should be reported monthly to the Board. Monitoring and reporting of these standards allow Staff and the Board to ensure operational practices do not result in discrimination on the basis of race, color, or national origin. In the past, this was information included in the Annual Financial Report; however, it was noted in our review of our Title IV Program that this information should be reported to the Board monthly. Below is our YTD (Fiscal Year 2021/2022) farebox recovery and on-time performance by route and service type.

ROUTE	FAREBOX % (Standard 15%)	ON-TIME PERFORMANCE (Standard 85%)
1	Hanford Routes 6.09%	96.14%
2		97.74%
3		98.57%
4		98.18%
5		98.58%
6		97.03%
7		96.89%
8		98.54%
9		96.96%
12	6.11%	95.21%
13	4.57%	92.20%
14	5.39%	97.08%
15	10.19%	94.32%
17	19.08%	97.32%
20	6.77%	98.39%
PARATRANSIT	7.48%	
FLEX ROUTE	4.86%	

Due to the effects that COVID has had on ridership, the KART system is not meeting the required 15% farebox recovery. The State of California has waived this requirement until the end of FY 2023.

C. Approve Amended LCTOP Resolution No 22-07

In March 2022, the Board approved LCTOP Resolution No. 22-07 with three projects listed. During the approval process, KCAPTA adjusted one of the projects to align with the criteria of the project. Project (3) Transit Center (\$200,000) has been retitled to KCAPTA Park and Ride Lot. This will fund the construction of a Park and Ride Lot and the installation Electric Vehicle Chargers. The attached resolution has been updated. No other items have been changed.

4. FINDING OF NECESSITY AND REAFFIRMING RESOLUTION NO 22-03 (Angie Dow):

On October 27, 2021, the Board began holding public meetings under the abbreviated teleconference provisions of AB361. To continue holding teleconferenced meetings under these provisions, the Board must find within thirty (30) days and every thirty (30) days thereafter that the conditions necessary to invoke such provisions continue to exist.

In March of 2022, KCAPTA began holding hybrid meetings allowing for both virtual attendance and in-person. Due to construction at the County Board of Supervisors Office, the meeting is held at the City of Hanford Council Chamber at a special time, 2:00 pm.

Although we have encountered some difficulty in hearing people who are attending virtually, the hybrid setup has allowed the City of Avenal Board members to attend virtual instead of driving into Hanford. It has also allowed the general public to attend virtually.

Recommendation

Staff recommends that the KCAPTA Board reaffirm all facts and findings in Resolution No 22-03, authorizing the KCAPTA Board to continue to meet in a hybrid environment, in person and remote teleconference, subject to the requirements of Assembly Bill 361.

5. AWARD CNG MAINTENANCE CONTRACT TO CLEAN ENERGY (Oscar Gonzalez):

Staff developed an RFP for a five-year CNG Fueling Station Maintenance contract that outlined the CNG Station and maintenance needs; the solicitation was posted in the Hanford Sentinel, emailed the RFP to four vendors, and emailed it to the Minority Business Development Agency in Fresno.

KCAPTA received only one bid. Staff reviewed the solicitations and determined that this was sufficient.

Staff also reviewed the RFP to determine if there was something included in the specification that limited participation. No specifications were limiting. Staff reached out to all firms and received a response from CNG Mechanical. CNG Mechanical said they cannot take on any new contracts due to staffing levels and the large workload they currently have.

Since the specification was not restrictive and changes cannot be made to encourage competition, I determined there was adequate competition.

Clean Energy was founded in 1996 with its headquarters in Newport Beach, CA. They have three regional offices located in Denver Colorado; Dallas, Texas; and Concord, New Hampshire. Clean Energy fuels more than the 48,000 Natural Gas Vehicles at more than 573 stations (owned, operated, or supply contract) across the United States and Canada.

Clean Energy has been maintaining our site since 2014. There has been a minimal amount of breakdowns over the past eight years, and when an event occurs a service technician is at the site within a two-hour timeframe. Clean Energy has done a fantastic job at maintaining the fueling station.

Recommendation

Staff recommends that the Board award the five-year CNG Fueling Station Maintenance and Repair Contract to Clean Energy, Inc., and authorize the KCAPTA Board Chair to sign Service Agreement #22-04 with Clean Energy, Inc.

6. AWARD VANPOOL SERVICE PROVIDER CONTRACT TO ENTERPRISE LLC. (Angie Dow):

In March, Staff released a Request for Proposal (RFP) for Vanpool Service Providers. Proposals were due on June 8, 2022. The RFP was solicited in the newspaper and posted on our website and the Monterey Salinas Transit website. The RFP was sent to two vendors. Only one vendor responded to the RFP.

Since only one bid was submitted, Staff reviewed the procurement process to determine if any requirements would limit participation. The Staff decided that the procurement process did not limit participation, and the proposal submitted by Enterprise Rent-A-Car Company of Sacramento, LLC (Enterprise), was responsive and met all of the RFP requirements.

An evaluation committee reviewed and scored the proposal and recommends award of the contract to Enterprise LLC. The results of the evaluation committee's scores are noted below:

	RATER # 1	RATER # 2	RATER #3
Qualification of Firm	20	20	20
Staffing & Project Organization	28	28	28
Work Plan	26	29	27
Cost and Price	15	19	18
TOTAL SCORE	89	96	93

Enterprise's "Commute with Enterprise" is an alternative commuting solution founded in 1994 that has become one of the largest and most cost-effective vanpool operations in the nation. They provide Vehicle choice, comprehensive maintenance, ride-matching technology, Driver approvals, insurance coverage, invoicing and fare collections, program marketing, and NTD reporting.

Enterprise will furnish, insure, and administer the Vanpool program. Enterprise will enter into rental agreements with van poolers, which allows for flexible vehicle changes and termination of the vanpool if necessary. Enterprise also handles maintenance, billing, and other scenarios. Enterprise will retain ownership of the vehicles; KCAPTA is not obligated in any vehicle lease or purchase.

If approved, KCAPTA will enter into an Agreement with Enterprise to provide Non-Exclusive Vanpool Service. Under this agreement, KCAPTA will provide subsidies, up to KCAPTA's funding allocation for the program, to vanpools that meet KCAPTA eligibility requirements. Enterprise will reduce each subsidized vanpool price to participants by at least equal to the amount of the subsidy.

Recommendation

Staff recommends the Board approved the Non-Exclusive Vanpool Service Agreement with Enterprise and authorized the Executive Director to sign Agreement No. 22-05.

7. MISCELLANEOUS COMMENTS FROM STAFF: