

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

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

Meeting Date: April 26, 2023

Time: 2:00 PM

In Person: City of Hanford Council Chambers
400 N Douty Street
Hanford, CA 93230

Avenal City Hall, Conference Room
919 Skyline Blvd.
Avenal, CA 93204

Zoom Meeting: Meeting ID: 835 8409 9267
Passcode: Kart0426
<https://us06web.zoom.us/j/83584099267?pwd=bUQvenZhRlBNuKs5WjFhSFZscllGZz09>

Link to our Website: <https://www.kartbus.org/category/board/>

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. The 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, Hanford, CA 93230.

HYBRID MEETING AGENDA

KINGS COUNTY AREA PUBLIC MEETING PROTOCOL
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KCAPTA hereby provides notice that effective March 1, 2022, it will return to in-person and public meetings.

Members of the public who wish to participate in this meeting can do so in one of the following three ways: **(1) by attending the meeting in person, (2) via Zoom Meeting, or (3) by submitting written comments** on any matter within the KCAPTA Board's subject matter jurisdiction, regardless of whether it is on the agenda for KCAPTA's consideration or action and those written 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 KCAPTA Office no later than 11:00 a.m. on the day of the noticed meeting. To submit written comments by email, please forward them to info@kartbus.org. To submit such comments by U.S. mail, please forward them to Clerk of the Board, KCAPTA at 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> A. Summary Minutes of Hybrid Meeting March 22, 2023	ACTION
4.	APPROVE TESTING & INSPECTIONS SERVICE CONTRACT WITH TECHNICON	ACTION
5.	APPROVE ENTERING INTO AN AGREEMENT WITH SCE FOR THEIR CHARGE READY TRANSPORT PROGRAM	ACTION
6.	APPROVE AMENDMENT 1 TO RRM DESIGN GROUP AGREEMENT 2104	ACTION
7.	FISCAL YEAR 22/23 LOW CARBON TRANSIT OPERATIONS PROJECT LIST	ACTION
8.	APPROVE A ONE-YEAR FISCAL AUDIT CONTRACT WITH BROWN ARMSTRONG	ACTION
9.	MISCELLANEOUS COMMENTS FROM STAFF	INFORMATION

Attachments:

A – MINUTES OF MARCH 22, 2023

B – TECHNICON COST ESTIMATE (TESTING & INSPECTIONS)

C – SOUTHER CA EDISON (SCE) CHARGE READY TRANSPORT PROGRAM PARTICIPATION AGREEMENT

D – RRM DESIGN GROUP AMENDMENT 1 AGREEMENT 21-04

E – LOW CARBON TRANSIT OPERATIONS (LCTOP) PROJECT LIST FY 22-23 RESOLUTION 23-06

STAFF REPORT

3. CONSENT ITEM:

A. Summary Minutes of Special Meeting February 22, 2023

4. APPROVE TESTING AND INSPECTIONS SERVICE CONTRACT WITH TECHNICON(Angie Dow):

Compaction testing is a crucial step in the construction process. Ground that has not been properly compacted can be detrimental to the structural integrity of a building, retaining structures, and pavement.

Material testing is also essential. This will determine the quality, safety, and endurance of the materials used as well as verifying they are aligned with the original design to prevent safety issues and catastrophic events.

Our Construction Management team, CM Construction reached out to Technicon to provide both the compaction testing and material testing KCAPTA will need during the construction of the KART Transit Center.

Technicon provided a quote for the requested testing. These services will be billed at the hourly rate proposed in the quote.

The total cost of the services including options is \$158,584. If approved by the Board, Staff will issue a Purchase Order in an amount not to exceed \$158,584 for the services listed in Technicons Cost Estimate.

Recommendation

Staff recommends the Board Accept Technicons Cost Estimate for Materials Testing and Inspections Services and authorize the Executive Director to issue a Purchase Order for their services in an amount not to exceed \$158,584.

5. APPROVE ENTERING INTO AN AGREEMENT WITH SCE FOR THEIR CHARGE READY TRANSPORT PROGRAM (Angie Dow):

In August of 2022, Staff applied to the Southern California Edison (SCE) Charge Ready Transport Program. This Program is for fleet operators such as KCAPTA. Through this Program, SCE will perform on-site visits to evaluate our site electrical infrastructure needs, develop utility-side and customer-side of meter cost estimates, design, secure permits, project management, and install the necessary infrastructure. SCE will install a separate meter dedicated to the EV charging infrastructure and waive customer demand charges through 2024 with SCE commercial EV rates. SCE will make final inspections once the charging equipment is installed. KCAPTA will need: to purchase at least two battery-powered EV; select, purchase, and install SCE-approved charging equipment in the quantity approved by SCE; keep the charging equipment operational for at least ten years; provide data related to charging equipment usage for a minimum of five years; and grant the easement to SCE for their equipment.

SCE has completed the on-site evaluation and evaluated our site electrical infrastructure needs, and Conceptual Design. It was noted in SCE's Distribution System Planning that system upgrades are required in order to serve KCAPTA electric vehicle charging needs. SCE will proceed with the system upgrades required concurrently with the KCAPTA Charge Ready Transport Project.

The next step in the process is critical, this is a binding step in which KCAPTA agrees to the following items.

- Purchase and install 10 – 19.3 to 49.99 kW chargers
- Purchase and install 8 – 150+ kW power cabinets and dispensers.
- Purchase 12 Electric Transit Buses in 2025 (TIRCP Grant 4-35' and 8- 19' Buses)

- Purchase 2 Electric Transit Buses in 2026 (Pending Competitive 5339 Grant)
- Purchase 3 Electric Transit Buses in 2027
- Purchase 5 Electric Transit Buses in 2029
- Purchase 3 Electric Transit Buses in 2032

When Executing the Agreement with SCE, KCAPTA is committing to spend at minimum in FY 24/25 approximately 5.9 million dollars. KCAPTA has already secured a TIRCP grant in the amount of \$4,453,784 to purchase the 12 buses. Leaving \$1,476,688 in funding KCAPTA would need to seek additional funding to meet our minimum requirement for FY 2024/2025. Over the next ten-year period KCAPTA would need approximately \$9,524,034 to purchase the required buses.

Fiscal Year	Description	Estimated Amount	Funding Source	Unfunded
2023/2024	Purchase Bus (1)	\$250,000	STA	\$0.00
2024/2025	Charging equipment and installation	\$500,000	Pending (5339)	\$500,000
2024/2025	Purchase Buses (12)	\$5,430,472	TIRCP \$4,453,784	\$976,688
2025/2026	Purchase Buses (2)	\$1,465,236	Pending (5339)	\$1,465,236
2026/2027	Purchase Buses (3)	\$2,197,854		\$2,197,854
2028/2029	Purchase Buses (5)	\$3,663,090		\$3,663,090
2031/2032	Purchase Buses (3)	\$2,197,854		\$2,197,854

KCAPTA is required to begin transitioning to Zero-Emission buses starting in 2024. In June of 2023, KCAPTA is required to submit to CARB our transition plan. KCAG has contracted with a consultant to complete the required plan, which is currently underway. Per the draft plan, KCAPTA will need to replace 19- 35’ buses and 13- cutaway buses over the next ten-year period with zero-emission buses. This is seven (7) more than we are committing to with SCE.

The infrastructure needed to support the Electric Vehicle charging station will cost an estimated \$16,126,752. This includes more than installing the required chargers. It will include Engineering, a fire suppression system, cover bus parking with solar, additional paving needed, a charging management system, and workforce development.

Working with partners, who have experience with Electric Bus Charging infrastructure, CalStart, and Wendel, KCAPTA submitted a Federal 5339 Competitive Grant for \$17,591,988. If successful, this grant will be used to engineer and construct the necessary infrastructure required, purchase and install the 18 chargers, purchase 2 electric buses, provide Maintenance Training, and purchase a driver training simulator. Grant Awards will be announced in July 2023.

Although this project is critical, KCAPTA currently has a major capital project that is scheduled to be awarded in June 2023 although fully funded per our construction estimates the actual cost of the project will not be confirmed until it is awarded in June. Also, in July we will know if we were successful with our competitive grant application. Staff is recommending the Board approved the Charge Ready Transportation Program Participation Agreement and authorized the Executive Director to Execute the required Documents only if we received the 5339 competitive grant.

If we were successful with the competitive grant, staff will bring this item back to the Board in August with an alternative funding plan, to meet our minimum funding requirements.

Recommendation

Staff recommends the Board approved the Charge Ready Transportation Program Participation Agreement and authorize the Executive Director to execute the required document only if the above conditions are met.

6. APPROVE AMENDMENT #1 TO RRM DESIGN GROUP AGREEMENT 2104 (Angie Dow):

KCAPTA entered into an agreement with RRM Design Group in June 2021 to design the new KART Transit Center. In response to the City of Hanford’s request, to include bulb-out design improvements on three corners at the intersection of

7th and Harris Street and three corners at the intersection of 7th and Brown Street. The other corner of each intersection is already included in the project cost. The bulb-out design shall be based on an already approved design with modifications in field conditions and does not include any road regarding or traffic engineering. As agreed to with City Staff the additional cost to include these additional bulb-outs will be covered by the City.

The additional fees for designing the additional bulb-outs, bidding, and construction administration are \$68,400. The actual construction of the bulb-outs will be included in the bid documents as an option. Based on the bids received the City will determine if they want KCAPTA to construct the additional bulb-out as part of our project or if the City will bid the project out under a future City project.

If approved, staff will work with KCAG and the City of Hanford to amend our LTF claim to cover the additional cost.

Recommendation

Staff recommends the Board approve Amendment # 1 to RRM Design Groups Agreement 2104 for the additional services.

7. FISCAL YEAR 22/23 LOW CARBON TRANSIT OPERATIONS PROJECT LIST (Heather Corder)

The Low Carbon Transit Operations Program (LCTOP) is part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, prioritizing serving disadvantaged communities. Approved projects will support new or expanded bus, ferry, or rail services, expand intermodal transit facilities, and include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities. Each project is required to reduce greenhouse gas (GHG) emissions. For agencies whose service area includes disadvantaged communities, at least 50% of the total monies received will be expended on projects that will benefit disadvantaged communities.

KCAPTA's apportionment for FY 2022/23 LCTOP funds is \$331,923; the staff proposes two (2) projects. (1) Free Transit and (2) Quarterly Passes. There is a process KCAPTA must follow to qualify and receive the apportionment of LCTOP funds. First, KCAPTA must select a project on the list of eligible projects, verify that the project will meet the eligibility requirement, including GHG Emission Reductions, and complete the required documents. The projects the staff has proposed are eligible projects that meet the criteria.

Project (1) Free Transit (\$31,923)

The proposed project would provide free fares for fixed-route and paratransit bus services. This is the fourth year of this project. This project will encourage ridership and promote public transportation.

Project (2) Reduced Fares, Quarterly Passes (\$300,000)

The proposed project would provide reduced fares for fixed-route bus service. This is the third year of this project and the second year that LCTOP would be funding the project. This project will encourage ridership and promote public transportation.

The required documents include Resolution 23-06 (Board Resolution – Authorized Agent, Certifications and Assurances, and Approval of the LCTOP Projects). Once the project has been approved, staff will submit the Resolution, Allocations Request form and the project funding plan.

Recommendation

Staff recommends that the Board adopt Resolution 23-06, authorizing the Executive Director or her designee to sign and submit all required documents and reports related to the LCTOP projects and approve the FY 22-23 LCTOP Projects.

8. APPROVE ONE-YEAR CONTRACT AGREEMENT WITH BROWN ARMSTRONG FOR AUDIT SERVICES (Heather Corder)

Brown Armstrong has provided KCAPTA with audit services for the past five years. Brown Armstrong has agreed to a one-year contract with KCAPTA for the cost of \$25,000, the same cost as the prior agreement. This one-year contract would allow staff time to focus on multiple projects such as the new terminal and the new services application. Staff would issue an RFP for Audit services in the new fiscal year.

Recommendation

Staff recommends that the Board authorize the Executive Director to sign a one-year agreement with Brown Armstrong for Audit services in the amount not to exceed \$25,000.

9. MISCELLANEOUS COMMENTS FROM STAFF: