

**ATTACHMENT A**  
**MINUTES OF APRIL 26, 2023**

**KCAPTA****Kings County Area Public Transit Agency**610 W. 7th St. • Hanford, CA 93230 • (559) 852-2692 • [www.kartbus.org](http://www.kartbus.org)

*In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, or please contact the Clerk of the Board at (559) 852-4623, by 4:00 p.m. on the Monday prior to this meeting. Agenda backup information and any public records provided to the board after the posting of the agenda for this*

## ***Action Summary Hybrid Meeting: Virtual or In-Person***

**Hybrid Meeting (Time and Place) – April 26, 2023**

**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

**Virtual:** Zoom Meeting

KCAPTA Board: Diane Sharp, Hanford City Council  
Joe Neves, Kings County Supervisor  
David Orth, Lemoore City Council  
Alvaro Preciado, Avenal City Council

Staff: Angie Dow, Executive Director  
Heather Corder, Accountant-Auditor  
Geneieve Morales, Transit Assistant  
Oscar Gonzalez, Facilities and Fleet Specialist  
Mark Pedreiro, Transit Manager  
Maria Ortiz, Fiscal Specialist

Legal Counsel: Ken Richardson, Legal Counsel

Visitors:  
Terry King, KCAG  
Jared Raper, MV  
Jamie Smith, MV  
Robyn Reeves, MV  
Luis Castaneda-visitor

**1. CALL TO ORDER:**

Roll Call-Clerk of the Board  
4 Present (DS,JN,DO,AP) 1 Absent (DV)

**2. UNSCHEDULED APPEARANCES:**

*This time is made available for comments from the public on matters within the Board's jurisdiction that are not on the agenda. Members of the public may comment on any item that is on today's agenda when the item is called and should notify the Chairman of their desire to address the Board when the item is called. A maximum of (5) five minutes is allowed for any one item.*

*No unscheduled appearances present or virtually.*

**3. CONSENT ITEMS:**

*All items under the consent calendar are considered to be routine and will be enacted by one motion. For any discussion of an item on the consent calendar, it will be removed at the request of any Board Member and made a part of the regular agenda.*



No comments or questions were received.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,AP) 1 ABSENT (DV)**

**Regular Agenda Items**

**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 at the hourly rate proposed in the quote.

The Board Accepted 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.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,AP) 1 ABSENT (DV)**

**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.

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.

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 FY2024/2025. Over the next ten-year period KCAPTA would need approximately \$9,524,034 to purchase the required buses.

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.

If KCAPTA is not successful with the competitive grant 5339 in July for the infrastructure, chargers, and 2 buses and training, and bus bay staff will bring this item back to the Board in August with an alternative funding plan, to meet our minimum funding requirements.



KART must comply with California Air Resources Board's (CARB) Innovative Clean Transit (ICT) regulation to gradually transition to a completely zero-emission bus fleet with rollout plans to be submitted by June 2023. The plan will be brought to the board for approval in May's KCAPTA Board's meeting.

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.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,AP) 1 ABSENT (DV)**

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

The RRM Design Group is KCAPTA'S architectural and Engineering consultant that is working on the design of 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 7<sup>th</sup> and Harris Street and three corners at the intersection of 7<sup>th</sup> and Brown Street. 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 who works will work with the LTF claim to amend it and the City of Hanford.

The Board approved Amendment # 1 to RRM Design Groups Agreement 2104 for the additional services, that includes, design, engineering, and included in this is project management.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,AP) 1 ABSENT (DV)**

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

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. KCAPTA plans to do this the first week of December and the last week of December for fixed route and paratransit service.

The Board adopted 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.

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,AP) 1 ABSENT (DV)**

**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. The RFP would cover a 5-year period.

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

**ACTION: APPROVED AS PRESENTED 4 IN FAVOR (DS,JN,DO,AP) 1 ABSENT (DV)**

**9. Miscellaneous comments from Staff:**

Staff comments to the Board

**KCAPTA Staff:**

**Angie, Executive Director:**

1. Working with the City of Hanford to issued the permits for construction projects. We must award the construction project by July 19th, because of the funding sources have to obligated. But everything is not going as scheduled. If everything is ready before June, KCAPTA anticipating of calling a special meeting in June for awarding the project.
2. Next Meeting in May, the Operation and Maintenance Contract intent to award will be brought to the board, there is a cost increase as well as fuel increase. Will need to work with Caltrans in the RFP process as well.
3. Heather will be bringing the FY23-24 budget allowing the CIP plan to go concurrently.
4. Mark will be going over the Unmet Transit Needs Final Report that includes KCAPTA and KCAG transit needs hearings/comments. Kings County Association of Governments (KCAG) has one more public hearing in May. KCAPTA will present findings in the May 2023 Board Meeting.

**Heather, Accountant/Auditor:** Nothing to report.

**Mark Pedreiro, Transit Manager:** KCAPTA has a new Maintenance person, Eddie Silva. He is doing a great job. He already knows the job, since he is a former Kings Rehab employee and was doing the job before to clean the shelters and transit center previously. His schedule starts at 6 am, and cleans the bus station, and bus shelter. He received new equipment, a pressure washer, and other equipment to make his job easier.

**Legal Representation: Peltzer and Richardson, Ken Richardson-**Nothing to report.

**Council Members:**

**Alvaro Preciado, City of Avenal:** Old Timers's Weekend 43 year celebration, on Friday is spaghetti night, Saturday, Parade, Sunday, other activities. There is a Water Main Replacement Project across the hills. There is a town hall meeting regarding mental health. Last weekend was the Block Party with Police Department it was well attended.

**David Orth, City of Lemoore:** Great Lemoore Day last weekend, well attended, the north well is residing.

**Diane Sharp, City of Hanford:** Farmers Thursday Night Market Starting in 4<sup>th</sup>. Channel 24 News covered the segment and advertised it.

**Operator's Perspective: Craig Wilson, MV (not present) Jaimie Smith, MV Operations Supervisor** gave an update: We are doing good with fully staffed, MV is one over, and Saturday is scheduled to be 100 degrees.

**Jerad Raper, MV Maintenance Manager:** MV is looking for a utility person to wash buses, working with MV to develop a safety procedure program working with others to develop who are more knowledgeable. Drivers are getting trained for the new eJEST electric bus. Working with getting certification for high voltage with drivers, Halo lens is something that MV is interested in in the Maintenance is a virtual reality screens to see maintenance issues.

Meeting Ended at 2:45 pm

**The next hybrid meeting will be May 24th at @2:00 pm in the City of Hanford Chambers or virtually.**