

KINGS COUNTY AREA PUBLIC TRANSIT AGENCY

Board of Directors

Regular Meeting Agenda

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

Meeting Date: October 23, 2024

Time: 2:00 PM

In Person: Board Chambers-Admin Bldg 1, Kings Co Gov't Center 1400 W. Lacey Blvd, Hanford, CA 93230 Hanford, CA 93230
Avenal City Hall, Conference Room 919 Skyline Blvd. Avenal, CA 93204

Join Zoom Meeting: <https://us06web.zoom.us/j/82308859193?pwd=L40D9u2oWZqMu6rZK1OHBvPZZ8tTSo.1>

Meeting ID: 823 0885 9193

Passcode: Kart1023

Link to our Website: www.kartbus.org

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

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 the 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>	ACTION
	A. Summary Minutes of Meeting September 25, 2024 B. Approve Contract with College of Sequoias (COS)	
4.	SCHEDULE A SPECIAL MEETING IN DECEMBER AND CANCEL NOVEMBER/DECEMBER SCHEDULED BOARD MEETING	ACTION
5.	APPROVE MITIGATION COOPERATIVE AGREEMENT BETWEEN KCAPTA AND CALTRANS	ACTION
6.	ADOPT RESOLUTION 25-03 ACCEPTING MV’S SUBSTANCE ABUSE POLICY	ACTION
7.	APPROVE CHANGE ORDER FOR THE KART TRANSIT CENTER CONSTRUCTION PROJECT	ACTION
8.	AWARD SECURITY CONTRACT TO ALLIED UNIVERSAL SECURITY SERVICES	ACTION
9.	APPROVED BUDGET AMENDMENT FOR ROUTE 15 MARKETING CAMPAIGN WITH TRANSIT MEDIA INC.	ACTION
10.	APPROVED BUDGET AMENDMENT FOR FURNITURE, EQUIPMENT, AND COMPUTERS NEEDED FOR THE NEW KART TRANSIT CENTER	ACTION
11.	APPROVE EMERGENCY REPLACEMENT OF H.D.A. BUS LIFTS	ACTION
12.	MISCELLANEOUS COMMENTS FROM STAFF	INFORMATION

Attachments:

- A – MINUTES OF SEPTEMBER 25, 2024
- B – AGREEMENT 25-03 – COS TRANSIT SERVICES
- C – MITIGATION COOPERATIVE AGREEMENT
- D – RESOLUTION 25-03 ADOPT MV’S SUBSTANCE ABUSE POLICY
- E – KART TRANSIT CENTER PROPOSED CHANGE ORDERS # 26, 30, & 32
- F – AGREEMENT 2502 -ALLIED UNIVERSAL SECURITY SERVICES
- G – BUDGET AMENDMENT – MARKETING
- H – BUDGET AMENDMENT – FURNITURE, EQUIPMENT, AND COMPUTERS
- I – BUDGET AMENDMENT – VEHICLE LIFTS
- J – RESOLUTION 25-04 STATE OF GOOD REPAIR

STAFF REPORT

3. CONSENT ITEM:

A. Summary Minutes of Meeting September 25, 2024

B. Approve Contract with College of Sequoias (COS)

In the Fall of 2010, a COS Student Body vote approved the COS Student Bus Pass Program. The Bus Pass Program allows COS students unlimited Tulare County Transit Systems and KART rides. The COS students pay a \$5 fee for full-time students or a \$4 fee for part-time students as part of their tuition beginning the spring semester of 2011. In May 2014, the COS Student Body voted to increase the student fees to \$9 for five or fewer units and \$10 for six or more units per semester. The COS Board of Trustees contributes \$1 per enrolled student.

Originally, COS remitted the funds to Tulare County Association of Governments (TCAG); based on a formula, TCAG would distribute the funds (less an administrative fee) to participating transit systems. In May 2014, TCAG modified the formula and the requirement to qualify for the funds. At that time, Staff recommended, and the Board approved that KCAPTA not participate in the COS Student Bus Pass Program. The COS Board of Trustees believed the COS Student Bus Pass Program was essential to college students and they worked with KCAPTA Staff on a direct agreement between COS and KCAPTA. This agreement allows the COS Students unlimited Fixed Route System rides. Qualified ADA clients' fares would be paid for on a per-trip basis. The current contract will expire on December 31, 2024. Staff recommends that KCAPTA renew the contract for another year from January 1, 2025, to December 31, 2025, for the same terms and conditions.

4. SCHEDULE SPECIAL MEETING IN DECEMBER AND CANCEL THE SCHEDULED NOVEMBER/DECEMBER BOARD MEETING (MARIA ORTIZ):

KCAPTA's November and December meetings are scheduled near the holidays; historically, KCAPTA reschedules and combines the November and December meetings so there is no conflict with the Holidays. Staff coordinates the special meeting with the Kings County Association of Governments special meeting.

This year, KCAPTA and KCAG determined Wednesday, December 11, 2024, at 2:00 pm, as the best date for the special meeting. KCAPTA contacted the Kings County Board of Supervisors Clerk, who confirmed that the Kings County at the Kings County Government Center Board Chambers will be available on December 11th at 2:00 pm. This date and time were also coordinated with KCAG. KCAG will be holding its meeting directly after KCAPTA's meeting

At the December 11th Meeting, Staff will present the Board with our 2025 meeting calendar, which runs from January 2025 to December 2025. KCAPTA's Board meetings will be held at our scheduled location in the Kings County Board of Supervisors Chambers Administration Building 1.

Recommendation

Staff recommends that the Board approve the Special December Board meeting on Wednesday, December 11, 2024, at 2:00 pm. and cancel the scheduled November/December scheduled meetings.

5. APPROVE MITIGATION COOPERATIVE AGREEMENT BETWEEN CALTRANS AND KCAPTA (Heather Corder):

Caltrans has undertaken the Delano to Pixley 6-Lane with Pavement Rehabilitation project. This project is projected to increase the annual vehicle miles traveled by 47,706,213. To meet the terms of the approved Final Environmental Document and comply with the California Environmental Quality Act, Caltrans must mitigate the resulting increase in annual VMT.

As part of Caltrans mitigation, Caltrans will provide funding to KCAPTA to subsidize the existing round-trip bus service to Visalia with additional trips for a period of twenty years. Caltrans has identified a total of \$2,388,000 for route 15 for twenty years. The funding is Proposition B (Route 99) Bond funds that were available for the mitigation of the Delano Project.

KCAPTA will provide Caltrans with an invoice within forty-five (45) days of the execution date of the Agreement for \$2,338,000. KCAPTA will submit draft monitoring reports yearly to Caltrans for twenty (20) years by December 31st of each year. The reports will begin in 2025 and be completed by 2045.

Recommendation

Staff recommends the Board authorize the Agreement between Caltrans and KCAPTA and authorize the Executive Director to execute all documents related to this Agreement.

6. ADOPT RESOLUTION 25-03 ACCEPTING MV'S TRANSPORTATION INC., SUBSTANCE ABUSE POLICY (Angie Dow):

As recipients of Federal transit dollars, KCAPTA and our contractor(s) are required to maintain a drug-free workplace and have an ongoing drug-free awareness program. KCAPTA and our contractor(s) with "safety-sensitive" employees (bus drivers, dispatchers, and mechanics) must also have a drug and alcohol testing program in place. These drug and alcohol policies must be adopted and accepted by the KCAPTA Board.

The United States Department of Transportation (USDOT) – Office of Drug and Alcohol Policy and Compliance (ODAPC) updates USDOT's drug and alcohol testing regulation. (49 CFR Parts 40, 655 and 382). Several changes to 49 CFR Part 40 mandate the need for changes to locally adopted Drug and Alcohol Policies. KCAPTA does not directly employ any safety-sensitive employees working in public transit, so while updated regulations do not apply to KCAPTA employees, KCAPTA is responsible for ensuring compliance with its transit operations contractor using the same testing requirements.

Staff has reviewed MV Transportation's Substance Abuse Policy and their Random Testing Procedures to ensure that they comply with Parts 40, 655, and 382 for all "safety-sensitive" employees and has no recommended revisions. With the adoption of Resolution 25-03, the Board will formally accept MV Transportation's Substance Abuse Policy as updated to comply with the changes in 49 CFR Part 40.

Recommendation

Staff recommends the Board adopt Resolution 25-03 accepting MV Transportation's Substance Abuse Policy.

7. APPROVE CHANGE ORDER FOR THE KART TRANSIT CENTER CONSTRUCTION PROJECT (Angie Dow):

Quiring General has submitted Change Orders # 26, 30 & 32 in the total amount of \$108,930.34 (PCO # 26 = \$64,204.14, PCO # 30 = \$36,824.25, and PCO # 32 = \$7,901.95).

Proposed Change Order # 26 is for a Build America Buy America (BABA) compliant Plumbing Fixture for Building A and B. The Plumbing Fixture had to be revised due to non-availability of Plumbing Fixture that met the BABA requirements.

Proposed Change Order # 30 is the additional cost to accommodate power to the wayfinding monitor enclosures at the bus canopies. Reviewing the site power plan, it was discovered that no provision was made to accommodate data or power to serve the bus canopies. This is required to allow KCAPTA to install digital wayfinding signs in the future.

Proposed Change Order # 32 is the additional cost of providing shielded cabling to the monitors that will be located in the indoor transit waiting area. This will allow KCAPTA to broadcast our Board Meeting to the public area in the transit waiting area. Individuals will be able to see and hear the Board Meetings but will not be able to provide comments from this area.

When the Board awarded the Construction Contract to Quiring General LLC, in October 2023, they included an “Owners Contingency” of \$400,000 (or 1% of the Contract Value) and Authorized the Executive Director to approve change orders up to the “Owner Contingency” amount. Typically, Construction Projects have between 5% (\$1,440,250) and 10% (\$2,880,500) contingency budget for unexpected or unforeseen items.

Quirings’ total contract value would increase from \$29,705,001.64 to \$29,813,931.98 if approved.

Change Order History

CHANGE ORDER #	DESCRIPTION	CONTINGENCY ADJUSTMENT	CONTRACT ADJUSTMENT	CONTRACT TOTAL VALUE
AWARDED	ORIGINAL CONTRACT AWARD			\$29,205,000
CO #1A	Administrative change order to clarify required Builder Risk for Earthquake & Flood Limits	\$0	\$0	\$29,205,000
CO #1B	Removal of Unforeseen Foundation & Piping	\$16,098.43		
CO #2	Changes to Bulb-outs that were not included in the bid documents. The most significant changes included added storm drainage utility inlets and line extensions, and traffic signs		\$214,250.71	\$29,419,250.71
CO #3	Grading/Utility Revision	\$155,430.61		
PCO #4	*Pending – Time/Cost Extension for Delays			
CO #5	Fire Department Revisions		\$179,409.07	\$29,598,659.78
POC #7R1	Structural Steel Changes	\$18,674.68		
CO #8	Concrete sealing agent	\$6,883.28		
CO #9	Drainage Plan related to Roof Drains	\$5,133.23		
PCO #10.1	Soil Pumping	\$3,518.62		
PCO #11R1	SCE Utility Impacts	\$52,064.11		
PCO #13R1	Utility Conflicts Storm Drain		\$49,282.83	
CO #14	Power/Data Revision (Build C)	\$15,419.75		
PCO #15R2	BABA Non-Compliant Light Fixtures	\$6,394.10		
PCO #16R1	BABA Non-Compliant Floor Tile	\$4,426.19		
CO #17	Revise HVAC Register to Ceiling	\$6,822.59		
PCO #18R1	Interior Finish Revisions	<i>-\$76,865.94</i>		
PCO #19	Sewer Reroute	\$50,273.09		
PCO #20	*Pending Additional Information/ Pricing Delete Security Camera	<i>Credit</i>		
PCO #21	*Pending Additional Information/ Pricing Replace Damaged Sidewalk 8 th Street			
PCO #22	Utility Conflicts Fire Hydrant		\$57,059.03	
PCO #23	Site Drainage Conflicts	\$7,060.10		
PCO #24	BABA Compliant Plumbing Fixture (Building C)	\$33,065.93		
PCO #25	Delete Trama Kits	<i>-\$2,331.30</i>		
PCO #26	*Pending Board Approval BABA Compliant Plumbing Fixture (Building A & B)		\$64,204.14	
PCO #29	* Pending Additional Information/Pricing Additional data drops (Building A & B)	\$65,202.03		
PCO #30	*Pending Additional Information/Pricing and Board Approval Power Pathways to Bus Bays		\$36,824.25	
PCO #31	*Pending Additional Information/Pricing Delete Wireless Access Points	<i>\$5,213.72</i>		

PCO #32	*Pending Additional Information/Pricing and Board Approval Change Cable to Shield Cable		\$7,901.95	
PCO #33	*Pending Additional Information/Pricing Partition Power Requirements	\$3,432.47		
ENDING TOTALS		\$365,488.25	\$608,931.98	\$29,813,913.98

Recommendation

Staff recommends the Board Approve Proposed Change Order # 26 in the amount of \$64,204.14; Proposed Change Order #30 in an amount not to exceed \$ 36,824.25; and Proposed Change Order #32 in an amount not to exceed \$7,901.95

8. AWARD SECURITY CONTRACT TO ALLIED UNIVERSAL SECURITY SERVICES (Mark Pedreiro):

Staff developed an RFP for a five-year Transit Security Services contract that outlined security needs at our bus terminal. The solicitation was posted in the Hanford Sentinel and KART’s website. The RFP was emailed to eleven vendors and to the Minority Business Development Agency in Fresno.

KCAPTA received only one bid. Since a “Single Bid” was received, staff reviewed the procurement process to determine why only one bid was received. Staff also reviewed the RFP to determine if there was something included in the specification that limited participation. No specification was limiting. Staff reached out to all firms and received three responses. Those responses were: not enough work hours, out of their service area, and midnight shift hours.

Staff then reviewed the one proposal received to determine whether it met the requirements of the RFP and whether the price was fair and reasonable.

The independent cost estimate (ICE) prepared by staff at the beginning of the RFP process is used to determine the reasonableness of the price proposal received. KCAPTA ICE was developed using labor rates for similar tasks, plus fringe and a profit margin.

Since the specification was not restrictive, changes could not be made to encourage competition, and the price was fair and reasonable, staff determined there was adequate competition.

Allied Universal is currently under contract with KCAPTA providing security services. KCAPTA has experienced a great working relationship with the guards at the bus terminal.

This new contract modifies security work hours from Monday through Friday from 6:00 AM to 7:00 PM and Saturday from 9:30 AM to 5:00 PM. The new work hours will be Monday – Sunday 9:00 PM to 5:30 AM.

During the night hours, we experience loitering and property destruction, and the new contract aims to tackle these problems.

Recommendation

Staff recommends that the Board award the five-year Transit Security Services Contract to Allied Universal, and authorize the KCAPTA Board Chair to sign Service Agreement #25-02 with Allied Universal.

9. APPROVED BUDGET AMENDMENT FOR ROUTE 15 MARKETING CAMPAIGN WITH TRANSIT MEDIA INC. (Mark Pedreiro):

Transit Media Inc. submitted a marketing proposal with a primary focus on informing the residents of Visalia and the surrounding communities of the increased connectivity to Amtrak San Joaquins trains via enhanced frequency and convenience of KART services provided between Visalia and Hanford. Marketing strategies will focus on display, monument, and retargeting ads on the internet, smart ads on social media platforms, and bus ads.

In 2016, TCAG initiated the Cross Valley Plan to study the connectivity and mobility improvements in the Central Valley. The plan aimed to increase transit service efficiency, enable communities and cities within the Cross Valley Corridor to promote development that supports transit usage, encourage revitalization and economic development, and grow facilities supporting of the California High-Speed Rail investment.

Phase One A of the Cross Valley Plan marks a significant milestone in the enhancement of transit services. The existing bus service between Hanford and Visalia is planned to increase to seven weekday round trips and four weekend/holiday round trips. KCAPTA has stepped up, increasing the Visalia route to four on weekdays and two on Saturdays, with the expectation that Visalia Transit will pick up the remaining runs.

The agency and San Joaquin Joint Powers Authority (SJJPA) have successfully discussed and implemented a collaborative plan to enhance the local bus service between Hanford and Visalia. Beginning on July 1, 2024, KCAPTA expanded the fixed route to Visalia on behalf of SJJPA. The expanded route now includes a fourth run to Visalia on weekdays and added two runs on Saturdays. KCAPTA's seamless coordination with SJJPA to adjust the route times to align with the times of the train arrivals and departures is a testament to the effectiveness of their collaboration, ensuring a smooth and efficient transit service for the public.

Recommendation

Staff recommends the Board approve (1) a budget appropriation and (2) authorize the Executive Director issue a Purchase Order to Transit Media Inc. for the marketing campaign not to exceed \$29,778.75.

10. APPROVE BUDGET AMENDMENT FOR FURNITURE, EQUIPMENT, AND COMPUTERS NEEDED FOR THE NEW KART TRANSIT CENTER (Angie Dow):

Staff has been developing our Furniture, Equipment, and Computer Budget for the KART Transit Center Project. We have engaged various vendors and the Kings County IT Department.

Computer Budget (\$60,000)

All of KCPATA's computers are past their replacement date. We have put off replacing computers until we moved into the new facility. KCAPT will be replacing 11 computers and adding 3 Interactive computers with sound bars. Additionally, 15 phones will be replaced.

The Kings County IT Department will purchase and set up all computer equipment. The department will follow the County's Purchasing policy to procure the computers and phones. If approved the IT Department will begin purchasing in January 2025. This item will not come back to the Board for further consideration.

Equipment (\$60,000)

Staff is proposing adding the following equipment that will assist us in maintaining the KART Transit Center.

- Hot Pressure Washer (Clean outside waiting area)
- Floor Sweeper (Clean inside waiting area)
- Electric Club Car (Clean the facility including, dumping trash and landscaping)

If approved, staff will begin requesting quotes and lead times for delivery. Once Staff has received and analyzed quotes, we will bring each item back to the Board to authorize the Executive Director to purchase.

Furniture (\$880,000)

Staff is proposing to purchase furniture for staff offices, waiting areas (lobbies, indoor and outdoor), break areas, Board Chambers, and Dispatch.

If approved, staff will begin requesting quotes and lead times for delivery. Once Staff has received and analyzed quotes we will bring the item back to the Board to authorize the Executive Director to purchase.

Recommendation

Staff recommends the Board Approved the Budget Amendment, moving \$1,000,000 from the KART Center Construction budget to Equipment, Computers, and Furniture.

11. APPROVE EMERGENCY REPLACEMENT OF H.D.A. BUS LIFTS (Angie Dow):

In 2019 KCAPTA purchased two sets of bus lifts from Heavy Duty & Automotive Lifts (H.D.A). These lifts have been problematic and difficult to get replacement parts for. One set has been out of service for an extended period waiting for parts. On October 10th, the second and last set became inoperable. An emergency service call was placed to H.D.A. to repair the lifts, but no parts were available.

On October 16th, 2024, we were notified that H.D.A Lifts’s manufacturing partner on our lifts went out of business. They had been working with a U.S. control panel designer to come up with a solution. They were a few days away from having a set of panels completed to test and certify. Once testing is completed, they will use the parts needed to complete the repairs.

Working Lifts are required by MV Transportation to perform day-to-day repairs on the bus.

Staff is requesting the Board approve the purchase of two sets of Stertil-Koni Bus Lifts. KCAPTA has used Stertil-Koni Bus Lifts in the past with no issues. If approved, staff will authorize MV Transportation to purchase the Lifts through their Corporate Account and bill KCPATA for the Lifts’ cost.

Per the Quote received from MV Transportation, the two sets of lifts cost \$125,266.25.

KCAPTA has secured State of Good Repair funding for this project. To utilize the funding, a new resolution should be approved. Resolution #25-04 allocates \$130,000 of the FY24-25 State of Good Repair allocation to this project. The resolution is attached for review.

Recommendation

Staff recommend the Board approve the purchase of two Sets of Bus Lifts from Stertil-Koni in an amount not to exceed \$126,000, the related Budget Appropriation and Resolution 25-04.

12. MISCELLANEOUS COMMENT FROM STAFF: