

KINGS COUNTY AREA PUBLIC TRANSIT AGENCY

Board of Directors

Meeting Agenda

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

Meeting Date: Wednesday, January 28, 2026

Time: 2:00 p.m.

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

Join Zoom Meeting: <https://us06web.zoom.us/j/81132009039?pwd=GN0J9ePKP5OtcrtvjIWtcJkeNNIN9b.1>

Meeting ID: 811 3200 9039

Passcode: Kart0128

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 p.m. 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 210 E 7th Street, Hanford, CA 93230.

BOARD 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 US 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 US mail, please forward them to the Clerk of the Board, KCAPTA at 210 E 7 th 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 are within the subject matter jurisdiction of the Board. Five (5) minutes are allowed for each item.</i>	
3.	KINGS COUNTY OFFICE OF EMERGENCY SERVICES A. PRESENTATION OF THE KINGS COUNTY OFFICE OF EMERGENCY SERVICES STATUS UPDATE	INFORMATION
4.	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 Meeting December 1, 2025 B. Procurement Policy Review	ACTION
5.	PUBLIC HEARING AND APPROVAL OF FIXED ROUTE SERVICE CHANGES (Open Hearing/Receive Testimony/ Close Hearing)	INFORMATION
6.	ACCEPT FISCAL YEAR 2024/2025 ANNUAL COMPREHENSIVE FINANCIAL REPORT	ACTION
7.	NOTICE OF COMPLETION FOR PARK AND RIDE LOT WITH HOLLOWAY CONSTRUCTION	ACTION
8.	APPROVE CHANGE ORDERS FOR THE KART TRANSIT CENTER CONSTRUCTION PROJECT	ACTION
9.	SUBSTANTIAL NOTICE OF COMPLETION FOR BUILDINGS A AND B WITH QUIRING GENERAL LLC	ACTION
10.	APPROVAL OF DISPOSAL OF SURPLUS PROPERTY	ACTION
11.	APPROVAL OF PUBLIC ELECTRIC VEHICLE CHARGING RATES	ACTION
12.	ADOPTION OF CUSTODIAN OF RECORD	ACTION
13.	APPROVE PURCHASE OF EQUIPMENT FOR BOARD CHAMBERS	ACTION
14.	AUTHORIZATION TO PURCHASE AND INSTALL SECURITY CAMERAS	ACTION
15.	MISCELLANEOUS COMMENTS FROM STAFF	INFORMATION

Attachments:

- A – MINUTES OF DECEMBER 1, 2025
- B – PROCUREMENT POLICY
- C – FISCAL YEAR 2024/2025 ANNUAL FINANCIAL REPORT
- D – PARK N RIDE LOT NOTICE OF COMPLETION
- E – KART TRANSIT CENTER BUILDINGS A & B NOTICE OF COMPLETION
- F – RESOLUTION 26-02 CUSTODIAN OF RECORD

STAFF REPORT

3. KINGS COUNTY OFFICE OF EMERGENCY SERVICES:

Presentation of the Kings County Office of Emergency Services status update (Abraham Valencia/ Alexandar Means):

Background:

The Kings County Office of Emergency Services (OES) provides regular updates to the Kings County Area Public Transit Agency (KCAPTA) to inform its members of OES activities. This briefing is intended to foster dialogue and collaboration on key emergency management topics that affect Kings County and the incorporated cities.

Emergency Operations Plan (EOP) update:

As of 28 January 2026, the Kings County Emergency Operations Plan (EOP) has completed review by the California Governor's Office of Emergency Services (CalOES). After a final review to bring the plan into line with new county policies, Kings OES will seek approval from the Kings County Board of Supervisors.

Evacuation Plan and Mapping Plan

The Kings County Board of Supervisors approved Kings County's participation in the California Department of Water Resources Flood Emergency Response Grant on 22 July 2025. Fresno County, as the county responsible for administering the grant, finalized the agreement on 9 September 2025. This will open \$144,000 in funding for an evacuation plan and zone mapping. Kings County OES has completed the RFP process and is hoping to begin work on this project in February 2026, pending approval by the Kings County Board of Supervisors.

Extreme Heat and Community Resilience Working Group and Plan:

Kings County OES is actively collaborating with the Kings Partnership to Co-Chair the Kings County Extreme Heat and Community Resilience Working Group. This group, which includes representatives from County departments and various non-governmental organizations, aims to develop an Extreme Heat and Community Resilience plan for implementation across all city and county governing bodies. As with the evacuation plan, Kings County OES has completed the RFP process for the Extreme Heat and Community Resilience plan and is hoping to begin work on this project in February 2026 after Kings County Board of Supervisors Approval.

2025 Outreach Summary:

The Kings County Office of Emergency Services (OES) conducted extensive community outreach throughout 2025 to strengthen emergency preparedness and resilience across the county, participating in 25 community events, attending over 12 meetings with partner agencies, and delivering 18 presentations focused on family emergency preparedness, extreme heat safety, flood readiness, and emergency alerts.

The Agency leveraged both in-person engagement and robust digital outreach through social media, publishing 34 posts and 101 informational stories that generated over 221,968 content views during the year, with 28,500+ views in the final 90 days alone.

Fall 2025 was particularly active, featuring shelter exercises with the Health Services Agency and American Red Cross, a preseason flood coordination meeting with the California Department of Water Resources, support for annual public safety events in Kettleman City, and participation in the SCE Multicultural Event to enhance inclusive preparedness strategies.

These efforts were made possible through strong partnerships with local agencies including KCAO, KPFP, KCCA, Reestablishing Stratford, Kings County Library, Lemoore College, and various local cities and public safety organizations, resulting in increased public awareness, expanded reach to underserved communities, improved interagency coordination, and greater trust in OES as a preparedness resource—outcomes that directly support the county's mission to protect lives and property while positioning OES to sustain this momentum into 2026 with

planned expansions in community presentations, digital campaigns, and climate-related hazard preparedness. We hope to continue this work in 2026 and look forward to interacting with the cities and the unincorporated areas of Kings County.

Exercises and Alert and Warning

To keep ourselves prepared to handle emergencies, Kings County OES has been participating recently in exercises with our emergency management partners to review plans and operating procedures across organizations. Some notable examples are our participation in an Emergency Management Mutual Aid Exercise with Nevada County and CalOES, as well as a flood preparedness exercise with the California Department of Water Resources and the US Army Corps of Engineers. Valuable insights were gathered to help further us and our partners prepare for a disaster when one eventually comes. We are also working to improve and refine our alert and warning system, including notifications for county personnel on activation and on how to be directed when responding to a disaster.

Action Required:

No Board Action required as this is an informational item.

4. CONSENT ITEM:

A. Summary Minutes of Special Board Meeting December 01, 2025

B. Procurement Policy Review

As part of the annual review and maintenance of the KCAPTA Procurement Policy, updates have been made to ensure compliance with newly mandated Federal Transit Administration (FTA) requirements. The following changes have been incorporated into the policy:

1. FTA Circular 4220.1F has been superseded by Circular 4220.1G
2. Buy America requirements for rolling stock are governed by 49 CFR Part 663, rather than 49 CFR Part 661
3. The Buy America content threshold has increased from 60% to 65%
4. A clarification note has been added under the micro-purchase section stating “This threshold follows federal limits as amended”, to confirm that KCAPTA is adhering to the guidelines set forth in the Circular.

Additional revisions include adding the term “Designee” alongside the Executive Director to ensure continuity of authority in the event the Executive Director is unavailable.

A red-lined copy of the revised policy is attached for the Board's review.

5. PUBLIC HEARING AND APPROVAL OF FIXED ROUTE SERVICE CHANGES (Mark Pedreiro):

Background:

The relocation of the KART Multi-Modal Transit Center requires adjustments to all transit routes in order to maintain reliable service, enhance connectivity, and ensure continued access to key destinations. Staff reviewed each route and proposed modifications to align service with the new Transit Center. As part of these changes, all local routes will begin service at 6:30 a.m., except Route 6, which will continue to start at 7:15 a.m. Out-of-town routes that previously departed at the top and half-hour marks will now leave five minutes later to help ease traffic flow. Additionally, a new Route 8 has been added to reduce the lengthy run time of Route 9 and to provide improved coverage to Hanford’s underserved eastside. The public notice was posted in the Hanford Sentinel, on KART’s website, and displayed at both the KART Administration Office and the Terminal.

Fiscal Impact:

There is no fiscal impact to the FY 2025–26 budget, as the transit center relocation and associated service changes were already anticipated.

Recommendation:

Open the Public Hearing/Receive Public Comment/Close the Hearing

Action Required:

A motion to approve the Service Changes.

6. ACCEPT FY 2024/2025 ANNUAL COMPREHENSIVE FINANCIAL REPORT (Heather Corder):

Background:

It is a pleasure to submit the Annual Comprehensive Financial Report (ACFR) of the Kings County Area Public Transit Agency (KCPTA) for the year ending June 30, 2025. The ACFR serves as the standard format for presenting KCPTA's results, financial position, cash flow, and related statistical information. The report enables the Agency to comply with the requirements of the Single Audit Act, US Office of Management and Budget, and applicable State laws and regulations.

Management assumes full responsibility for the completeness and reliability of the information contained in this report. This responsibility is based upon a comprehensive framework of internal controls established to ensure the accuracy of financial reporting. Because the cost of internal controls should not exceed anticipated benefits, the objective is to provide reasonable, rather than absolute assurance, that the financial statements are free of material misstatement.

Brown Armstrong, Independent Auditors, have issued an unmodified opinion stating that the financial statements present fairly, in all material respects, the financial position of Kings County Area Public Transit Agency as of June 30, 2025, as well as the changes in financial position and cash flows for the fiscal year then ended, in conformity with the accounting principles generally accepted in the United States of America.

A representative from Brown Armstrong will attend the meeting to present and discuss the Annual Comprehensive Financial Report in more detail.

Fiscal Impact:

None

Recommendation:

Staff is recommending that the Board accept the Fiscal Year 2024/2025 Annual Financial Report.

Action Required:

A motion to accept the Fiscal Year 2024/2025 Annual Financial Report.

7. NOTICE OF COMPLETION FOR PARK-N-RIDE LOT WITH HOLLOWAY CONSTRUCTION (Angie Dow):

Background:

In August 2024, the Board approved a construction agreement with Holloway Construction for the construction of a Park-N-Ride lot located directly across from the New KART Transit Center on 8th Street. In accordance with the agreement with Holloway, a Notice of Completion must be filed upon completion of the project to formally notify interested parties that the work has been completed and accepted.

Filing this notice also initiates the process for final payment and release of retention.

Fiscal Impact:

Approval and filing of the Notice of Completion will have no fiscal impact, as project funding was approved in a prior fiscal year and subsequently carried forward into the FY 2025/26 budget.

Recommendation:

Staff recommends that the Board:

1. Approve the Notice of Completion for the Park and Ride Lot
2. Authorize the Board Chairman to sign the notice

3. Authorize the Executive Director to record the Notice of Completion.

Action Required:

A motion to approve and record the Notice of Completion for the Park and Ride Lot.

8. APPROVE CHANGE ORDERS FOR THE KART TRANSIT CENTER CONSTRUCTION PROJECT (Angie Dow):

Background:

In October 2023, Kings County Area Public Transit Agency (KCAPTA) awarded the construction contract for the KART Transit Center to Quiring General, LLC. Construction began in December 2023, with an initial substantial completion date set for June 6, 2025.

In March 2025, the Board approved a time extension to December 2, 2025, and in December 2025, the Board approved another time extension to February 2, 2026, due to various issues encountered during construction.

Quiring General has submitted Proposed Change Orders (PCOs) #80, #91, and #92 for Board consideration.

PCO # 80 Time Extension (2-Months) (\$91,700)

In December 2025, the Board approved a 2-month time extension to February 2, 2026. As noted in the December Board meeting, staff would submit the cost of the time extension at our January 2026 Board Meeting.

PCO # 91 Added Smoke Dampers (\$7,857.96)

While pretesting for final inspections, a fire smoke damper and air duct with added access panel were required. Cost includes the purchase of duct detectors, ceiling access panel, and labor to add power and install the items.

PCO # 92 Adjust Manhole Covers from Asphalt Overlay (\$10,888.80)

During the asphalt grind/overlay activity on Brown St., the existing utility manhole covers were at an elevation that could not be matched and still comply with the maximum sloping requirements established by the Hanford Public Works Department. This cost includes the activity to raise two (2) manhole structures so that their lids may “flush” out with the street improvement.

CHANGE ORDER #	DESCRIPTION	CONTINGENCY ADJUSTMENT	CONTRACT ADJUSTMENT	CONTRACT TOTAL VALUE
AWARDED	ORIGINAL CONTRACT AWARD			\$29,205,000
CO #1A Board Approved 2/28/24	Administrative change order to clarify the required Builder Risk for Earthquake & Flood Limits	\$0	\$0	\$29,205,000
CO #1B	Removal of Unforeseen Foundation & Piping	\$16,098.43		
CO #2 Board Approved 2/28/24	Changes to Bulb-outs that were not included in the bid documents. The most significant changes included the addition of storm drainage utility inlets and line extensions, as well as the installation of traffic signs.		\$214,250.71	\$29,419,250.71
CO #3	Grading/Utility Revision	\$155,430.61		
PCO #4 Board Approved 03/26/25	Time Extension for Delays Estimated (6 Months). New completion date is December 2, 2025 See PCO # 62 for the cost associated with delays			
CO #5 Board Approved 3/27/24	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 # 11.1	Additional SCE Utility Impacts	\$17,044.70		
PCO #13R1 Board Approved 7/24/24	Utility Conflicts Storm Drain		\$49,282.83	\$29,647,942.61
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	(-\$76,865.94)		
PCO #19	Sewer Reroute	\$50,273.09		
PCO #20	Security Camera KCAPTA to purchase	(123,575.48)		
PCO #21 Board Approval 1/22/25	Asphalt overlay and replacement of Damaged Sidewalk on 8 th Street		\$297,102.96	\$29,945,045.57
PCO #22 Board Approved 3/27/24	Utility Conflicts Fire Hydrant		\$57,059.03	\$30,002,104.60
PCO #23	Site Drainage Conflicts	\$7,060.10		
PCO #24	BABA Compliant Plumbing Fixture (Building C)	\$33,065.93		
PCO #25	Delete Trauma Kits	(-\$2,331.30)		
PCO #26 Board Approved 10/23/24	BABA Compliant Plumbing Fixture (Building A & B)		\$64,204.14	\$30,066,308.74
PCO # 27	Feature Change for Light Fixtures	(-3,672.81)		
PCO # 28	Additional Storm Drain Inlet to accommodate revised flow line and removal of dead trees	\$16,612.12		
PCO #29	Additional data drops (Building A & B)	46,773.35		
PCO #30 Board Approved 10/23/24	Power Pathways to Bus Bays Board approved not to exceed the amount, revised pricing.		\$36,824.25 \$20,566.23	\$30,086,874.97
PCO #31	Delete Wireless Access Points – KC IT will provide this	(-\$5,476.15)		
PCO #32 Canceled	**Board Approved in OCT. Final amount Pending Revised Pricing Change Cable to Shield Cable		\$7,901.95	\$30,086,874.97
PCO #33	Partition Power Requirements	\$1,431.39		
PCO # 36	Structural Changes	\$16,697.64		
PCO # 37	Roof Drainage Revision (Building A)	\$8,065.13		
PCO# 38 Board Approved 12/11/2024	Holiday Banner Poles		\$57,808.36	\$30,144,683.33,
PCO # 39	Remove T&G (Building A)	(-\$10,984.80)		
PCO # 40	Staining in lieu of Painting Exposed Beams	\$799.19		
PCO # 41	Grind Existing Water Main Slurry Cap (Time & Material)	\$1,129.93		
PCO # 42	AT&T Pole Location Revisions	\$6,850.62		
PCO # 43 Board Approval 1/22/25	*Board Approval & Additional Information Pricing Landscaping Revisions Board Approved not to exceed amount, revised pricing		\$14,715.08 \$1,982.26	\$30,159,398.41 \$30,146,665.59
PCO # 44	Added Condensate Lines in Building A	\$6,923.84		
PCO # 45	Ceiling Finish Revisions	\$2,102.87		
PCO # 46	Concealed FS Piping in Building B Lobby	\$4,461.36		
PCO # 47 Board Approval 1/22/25	Additional Arc Flash Study		\$5,441.48	\$30,152,107.07
PCO # 48	Roof Access Ladder Revisions	\$887.28		
PCO # 49	2 nd Floor Lobby Gypcrete	\$6,376.20		
PCO # 51	Street Light Revisions	(\$40,066.96)		
PCO # 52	Downspout Tie-Ins	\$3,086.94		
PCO # 53	Build C Solar	(\$46,738.86)		
PCO # 54	Modify Awning & Partition Wall	\$10,379.39		
PCO # 55	ADA Parking Stall	\$6,289.99		
PCO # 56	Elevator Shaft Modifications	\$8,057.50		
PCO # 57	Monument Sign Frame	\$3,251.67		
PCO # 58	Added Power to Kitchen Appliances	\$4,046.88		
PCO # 59	ASI Utility Revisions at Bulb-Outs	(\$29,778.60)		
PCO # 60	Extension of Builders Risk	\$107,408.32		
PCO # 61	Concrete Benches & Site Gate	(\$3,361.59)		
PCO # 62 Board Approved 6/25/25	Cost for Time Extension		\$516,692.00	\$30,668,799.07
PCO # 63	Add Steel Columns to Trash Enclosure Gate	\$1,038.84		
PCO # 64	Grating and wall revisions for parking lot	\$11,683.24		
PCO # 65	Operable Partition Acoustic	\$6,835.76		
PCO # 66 Board Approved 10/22/2025	Elevator Motor Modifications Board Approved not to exceed amount, revised pricing		\$17,822.30 \$16,193.13	\$30,686,621.37 \$30,684,992.20
PCO # 67	Revision to sidewalk drain	\$10,964.92		
PCO # 68	Wall Trim & Ceiling Blocking	\$5,667.47		

PCO # 69 Board Approved 7/24/25	Add rebar to drive approach and bus concrete bus bays		\$100,632.93	\$30,785,625.13
PCO # 70	Web-Based Reporting System	(8,209.88)		
PCO #71	Clashes with Site Lights & Utility Easements	\$6,728.83		
PCO # 72	Storage Cost for Elevator	\$6,000.00		
PCO # 73 Board Approved 10/22/2025	Canopy Downspout Revision Board Approved not to exceed amount, revised pricing		\$16,275.56 \$8,427.44	\$30,803,529.86 \$30,794,052.57
PCO # 74 Board Approved 10/22/2025	Window Revision in Women's Restroom		\$6,240.00	\$30,800,292.57
PCO # 76	Add ODU Circuit Panel	\$2,156.85		
PCO # 77	Replace Exit Light	\$828.47		
PCO # 78 Board Approved 10/22/2025	Display Monitor Support Frame for Shelter		\$21,135.70	\$30,821,428.27
PCO # 79	Tile Changes in Transit Lobby	\$3,290.98		
PCO # 80 Pending Board Approval	Time Extension Pending		\$91,700	\$30,913,128.27
PCO#81	Add Concrete Slurry Under Bus Canopy	\$22,356.12		
KCAPTA Board Approved 10/22/2025	Increase Owners Contingency		\$25,000.00	\$30,938,128.27
PCO # 82	Elevator Modification Required for State Inspection	\$16,065.78		\$
PCO # 83	Remove Boardroom Build in Podem	(\$1,961.35)		
PCO #84	Slurry Cap Over Utility	\$3,067.33		
PCO # 85	Overflow Drain Elevation	\$4,043.36		
PCO # 86	Bus Canopy Roof Drain Transition	\$6,394.71		
PCO # 87	Drainage Revisions Pending	\$18,625.30		
PCO # 88	Credit for Countertop in Boardroom	(\$1,084.36)		
PCO # 89	Relocation of Street Light on Brown St.	\$3,735.72		
PCO # 91 Pending Board Approval	Added Smoke Dampers Pending	\$2,328.78	\$5,529.18	\$30,943,657.45
PCO # 92 Pending Board Approval	Adjust Manhole Covers from Asphalt Overlay Pending		\$10,888.80	\$30,954,546.25
ENDING TOTALS			\$1,724,546.25	\$30,954,546.25

Cost Analysis:

KCAPTA staff, in coordination with the design team (RRM Design Group) and the construction management team (CM Construction Services), reviewed Quiring General's cost proposals for both PCOs. After careful evaluation, the staff determined that the proposed changes and associated costs are reasonable, necessary, and justified to ensure the project's integrity and timely completion.

Fiscal Impact:

When the Board awarded the construction contract to Quiring General LLC in October 2023, it included an Owner's Contingency of \$400,000. It authorized the Executive Director to approve change orders within that amount. In December 2025 the Board increased Owner's Contingency to \$425,000 (approximately 1% of the contract value) expanding the Executive Director's Authority to approve change orders up to the revised Owner's Contingency amount of \$425,000.

For comparison, typical construction projects include contingencies ranging from 5% (\$1,460,250) to 10% (\$2,920,500) of the contract value to address various issues conditions.

If approved, Quiring General's total contract value will increase to \$30,954,546.25, representing an overall increase of \$1,724,546.25 (7%).

Recommendation:

Staff recommends the Board approve Proposed Changes Orders # 80, #91 & # 92 in a cumulative amount not to exceed \$108,117.98, and authorize the Executive Director to execute all related documents related to the PCOs.

Action Required:

A motion to approve Quiring General, LLC's PCOs # 80 for \$91,700, a portion of # 91 in the amount of \$5,529.18 and # 92 for \$10,888.80 and authorized the Executive Director to execute all necessary documents.

9. SUBSTANTIAL NOTICE OF COMPLETION FOR BUILDING A AND B WITH QUIRING GENERAL LLC (Angie Dow):

Background:

In October 2023, the Board approved a construction agreement with Quiring General LLC for the construction of the KART Multi-Modal Transit Center located on 7th Street between Harris and Brown. The construction was divided into three distinct phases:

1. Phase 1 : Construction of Building C (located at 280 E 7th Street) and its adjacent parking lot.
2. Phase 2: Construction of Building A & B and additional parking area.
3. Construction of the bus bay area.

As of January 5, 2026 Building A & B and the additional parking area have reached substantial completion, marking another key milestone in the overall project.

The construction of the bus bay area is scheduled to be complete by February 2, 2026.

In accordance with KCAPTA's contract with Quiring General LLC, a Notice of Completion must be filed to formally notify stakeholders, regulatory agencies, and the public that this phase of work is completed. Filing this notice also initiates the process for final payment related to the completed phases and release of retentions.

Fiscal Impact:

Filing of the Notice triggers the release of the 10% retention for the portion of work after a 30-day period. All costs, including retention, are included in the overall project budget.

Recommendation:

Staff recommends the Board:

1. Approve the Notice of Completion for Building A & B and additional parking area.
2. Authorize the Board Chairman to sign the notice; and
3. Authorize the Executive Director to record the Notice of Completion

Action Required:

A motion to approve and record the Notice of Completion for Building A & B and additional parking area as required under contract with Quiring General LLC.

10. APPROVAL OF THE DISPOSAL OF SURPLUS PROPERTY (Jimmy Macias):

Background:

As part of preparations for the FY 2026/2027 budget, KCAPTA staff conducted a comprehensive review of all fixed assets to assess their condition and remaining useful lives. This review identified several assets that have been fully depreciated as of June 30, 2025. Based on Staff evaluation, these items have exceeded their useful life expectancy and are no longer needed for operational purposes.

Name of Item	Asset Number	Purchase Date
Miller Wire Welder	2061	Unknown
Drill Press	3049	Unknown
Transmission Jack	3002	Unknown
Yellow Jacket AC Recovery	N/A	Unknown

Ford Electric Van	2201	August 2022
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In August of 2022, KCAPTA purchased a Ford Electric Van, along with a charging station and associated infrastructure, utilizing Low Carbon Transit Operations Program (LCTOP) funds. Since the time of purchase, KCAPTA has experienced ongoing mechanical and operational issues with the vehicle, and it is currently inoperable. Initially, the vehicle developed a transmission tail shaft leak. The seller was contacted regarding warranty service; however, they indicated that replacement parts were unavailable. Seller technicians made multiple site visits to inspect and monitor fluid levels, while KCAPTA and MV staff continued to monitor the condition. Aside from this concern, the bus remained operational at that time.

Subsequently, the bus failed to charge when connected to the charging station. The seller dispatched a technician, who suggested the issue might be related to wiring and advised that additional connectors would be required. The seller later notified KCAPTA that the vehicle was no longer covered under warranty due to the manufacturer's bankruptcy and that any further service would be billed to KCAPTA. When the seller's technician returned, they determined that the vehicle's batteries were likely the source of the charging failure and recommended towing the bus to the seller's Sacramento facility. A cost estimate for battery replacement was provided, along with notice that KCAPTA would be responsible for transportation costs. The seller also advised that battery replacement would not guarantee the vehicle's restoration to operational condition.

KCAPTA has explored multiple options to repair the vehicle, but it is no longer feasible to return the Ford Electric van to service. Because the vehicle was purchased with LCTOP funds, KCAPTA contacted LCTOP staff to inform them that the vehicle is inoperable. LCTOP subsequently requested a copy of the Board item approving the disposal of the vehicle.

Fiscal Impact:

The fiscal impact is limited to the proposed surplus of the Ford Electric Van. As the vehicle was purchased in 2022 and has an expected life of ten years, it is not yet fully depreciated. All other items listed for disposal are fully depreciated and have no fiscal impact.

Recommendation:

Staff recommends that the Board declare the above-listed assets as surplus and authorize the Executive Director, or designee, to dispose of them in accordance with applicable Agency policies and procedures.

Action Required:

A motion to declare the assets listed as surplus and authorize the Executive Director, or designee, to dispose of them in accordance with applicable policies and procedures.

11. APPROVAL OF EV RATES (Heather Corder):

Background:

KCAPTA has recently installed eight Level 2 electric vehicle (EV) charging units, consisting of four dual-head chargers and four single-head chargers, for a total of twelve public charging Ports. These chargers are on the Southern California Edison's EV-8 utility rate, which includes time-of-use energy charges, a facilities-related demand (FRD) charge, and a monthly meter charge.

As a public transit agency, it is important that EV charging services provided to the public are priced in a manner that is cost-neutral, transparent, and directly tied to utility and operating costs.

To support cost-neutrality and transparency, staff have developed the proposed charging rate of \$0.21 based on the following cost components.

Cost Basis for Rate Development

1. Energy charges: Based on expected Level 2 usage patterns (primarily mid-peak and off-peak), a conservative blended average cost of approximately \$.15 per kWh was used.
2. Demand and Fixed Charges: Facilities-Related Demand (FRD) charges of \$2.69 per kW per month and a \$11 monthly meter charge were allocated across expected monthly energy usage.
3. Operational Margin: A modest margin of \$0.05 to account for variability in utilization, administrative oversight, network fees, maintenance, and future rate increases.

In addition, staff compared nearby public EV charging stations and reviewed charging rates charged by other California transit agencies. This analysis found that Level 2 public charging stations commonly charge between \$0.20 and \$0.35 per kWh. KCAPTA's proposed rate falls within this range and is consistent with prevailing best practices among peer public agencies.

Based on this analysis, the staff recommends a public EV charging rate of \$0.21 per kWh. This rate is projected to fully recover EV-8 utility costs and associated operational expenses while remaining competitive with comparable public charging facilities.

Fiscal Impact:

Because the proposed rate is intended to be cost-neutral, there is no anticipated fiscal impact. Any fiscal benefit would be limited to revenue generated from Low Carbon Fuel Standard (LCFS) credits.

Recommendation:

Staff recommends that the Board approve the EV charging rate of \$0.21 per kWh, along with a \$1.00 per charging session fee.

Action Required:

A motion to approve the EV charging rate of \$0.21 per kWh, along with a one-dollar per charging session fee.

12. ADOPTION OF CUSTODIAN OF RECORD (Angie Dow):

Background:

The California Public Records Act (CPRA) recommends that public agencies designate a Custodian of Records responsible for maintaining agency records and responding to public records requests in a timely and compliant manner. The Custodian of Records serves as the official point of contact for the receipt, coordination, and disclosure of public records in accordance with applicable state laws and agency policies.

Designating a Custodian of Records ensures consistency, accountability, and legal compliance in the handling of public records requests. It also provides clarity to staff and the public regarding responsibility for records management and disclosure.

Staff recommends formally designating the Executive Director as the Custodian of Records for the Kings County Area Public Transit Agency (KCAPTA), with authority to delegate responsibilities to appropriate staff as necessary to ensure efficient processing of requests

Fiscal Impact:

There is no fiscal impact associated with the designation of a Custodian of Records. Duties related to records management and public records requests will be absorbed within existing staff responsibilities.

Recommendation:

Adopt resolution 26-02 Designating the Executive Director as the Custodian of Records for the Kings County Area Public Transit Agency, with authority to delegate responsibilities as appropriate.

Action Required:

Motion to adopt resolution 26-02 Designating the Executive Director as the custodian of records for KCAPTA.

13. APPROVE PURCHASE OF EQUIPMENT FOR BOARD CHAMBERS (Angie Dow):**Background:**

KCAPTA has historically conducted its Board meetings in the Kings County Board Chambers, which are equipped with an advanced audio/visual (A/V) system procured and maintained by Kings County. The Kings County Information Technology Department, which also provides IT support services to KCAPTA, operates and maintains this system. Over time, KCAPTA staff and County IT personnel have developed significant familiarity with the system's configuration, functionality, and workflows.

As KCAPTA transitions to its own Board Chambers, staff seeks to maintain operational continuity by installing the same A/V system currently in use at the County facility. Replicating the existing system will leverage institutional knowledge, streamline training, minimize technical risks, and avoid compatibility issues with established meeting operations and support services.

Sole Source Justification

This purchase qualifies as a sole-source procurement based on the following factors:

a. Compatibility with Existing Systems

The County-provided A/V system has become the operational baseline for KCAPTA Board meeting support. Procuring the identical system ensures compatibility with established procedures, documentation, and County IT support capabilities. Selecting a different system would require retraining staff and Board members, introduce integration challenges, and necessitate new service and support arrangements.

b. Existing Support Structure

The Kings County Information Technology Department supports both Kings County and KCAPTA and currently maintains the existing A/V system. Continuing with the same vendor and platform will allow seamless IT support at KCAPTA's new Board Chambers without disruption to services.

c. Operational Continuity and Risk Mitigation

A sole source award avoids the operational risks associated with integrating a different A/V architecture into KCAPTA's governance processes. Maintaining a consistent system ensures a familiar user experience for Board members, staff, and the public, and reduces the likelihood of technical issues during public meetings.

Staff conducted a limited market survey to identify comparable systems and vendors. While multiple firms offer A/V solutions, none matched the specific feature set, integration model, and established support familiarity provided by the existing vendor. Alternative systems would require partial or full re-engineering, resulting in avoidable costs, delays, and operational risk.

Fiscal Impact

The cost of the A/V system is included in the KART Transit Center Budget. No additional funds are required.

Recommendation

Staff recommends that the Board approve the purchase of an A/V System from Sound Contracting in the amount of \$96,000.

Action Required

Approve the purchase of the A/V System from Sound Contracting in the amount of \$96,000 and authorize the Executive Director to execute all necessary documents.

14. AUTHORIZATION TO PURCHASE AND INSTALL SECURITY CAMERAS (Angie Dow)

Background:

In December 2025, the Board approved the purchase and installation of a Verkada Camera System from Digitech Integration Inc. for the Transit Center Buildings. That approval also included the pre-purchase of nine (9) additional exterior dome cameras and one (1) exterior bullet camera intended for future installation at the Bus Loading Zone.

At the time of the December meeting, staff were still working with Digitech Integration Inc. and the Kings County IT Department to determine the most effective method for installing cameras in the Bus Loading Zone. Unlike the Transit Center Buildings, this area was not constructed with infrastructure to support a camera system.

After careful evaluation of all available options, it was determined that connecting the cameras in the Bus Loading Zone via fiber optic cable is the most reliable and effective solution.

Installation of the camera system in the Bus Loading Zone will enhance safety and security for passengers, staff, and agency property. It will also improve incident documentation, deter vandalism, and support law enforcement investigations when necessary.

In coordination with County IT, KCAPTA obtained a detailed quote from Digitech Integration Inc. for the purchase and installation of the Verkada system at the Bus Loading Zone. The quote includes four (4) additional exterior dome cameras, materials (including fiber optic cable and conduit), and all labor required to fully install the cameras and connect them to the existing system.

Fiscal Impact:

This purchase is within the overall project budget for the KART Multi-Modal Transit Center Project. During review of the current fiscal year budget, staff identified that not all project funds were carried over into the current year. Staff is reconciling the project budget and carryover amounts and will submit an updated Budget Appropriation to the Board at the February 2026 Board meeting.

Recommendation:

Staff recommends that the Board approve the purchase and installation of the Verkada Camera System from Digitech Integration Inc. and authorize the Executive Director to issue a purchase order in an amount not to exceed \$77,119.00.

Action Required:

Motion to approve the purchase and installation of the Verkada Camera System from Digitech Integration Inc. and authorize the Executive Director to issue a purchase order not to exceed \$77,119.00.

15. MISCELLANEOUS COMMENTS FROM STAFF:

1. **Staff is working with Lemoore College to establish a 1-Year Fare Pilot Project similar to our MOU with COS.**