
ATTACHMENT A
MINUTES OF JULY 24, 2024



KCAPTA

Kings County Area Public Transit Agency

610 W. 7th St. • Hanford, CA 93230 • (559) 852-2692 • 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 meeting will be available for public review at 610 W. 7th Street, Hanford, CA. 93230

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

Meeting Date: July 24, 2024

Time: 2:00 PM

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

Virtual: Zoom Meeting

KCAPTA Board: Joe Neves, Kings County Supervisor
David Orth, Lemoore City Council (absent)
Doug Verboon, Kings County Supervisor
Alvaro Preciado, Avenal City Council
Martin Devine, City of Hanford

Staff: Angie Dow, Executive Director
Heather Corder, Accountant/Auditor
Geneieve Morales, Transit Assistant
Oscar Gonzalez, Facilities & Fleet S
Mark Pedreiro, Transit Manager

Legal Counsel: Ken Richardson, Legal Counsel

Visitors:
Craig Wilson, Robyn Reeves, Jared
Raper, Terri King, Teresa Nickell

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 Clerk of the Board, KCAPTA at 610 W. 7th Street, Hanford, CA 93230.

1. **CALL TO ORDER:**

Roll Call-Clerk of the Board

5 Present (MD,JN,PM,DV,AP) David Orth Absent Alternate Patricia Mathews,

Meeting started at 2:10 last meeting in board room went longer than expected.

2. **UNSCHEDULED APPEARANCES:**

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.

NO unscheduled appearances online, by writing, or present.

STAFF REPORT

3. **CONSENT ITEM:**

A. *Summary Minutes of Meeting June 26, 2024*

B. *Fresno County Rural Transportation Agency Agreement*

The Regional Transportation Plan for Fresno County proposes the provision of public transportation service between Laton in Fresno County and Hanford in Kings County and Fresno from Hanford through Selma and Fowler to Fresno. Fresno County Rural Transit (FCRTA) helps subsidize Route 14-Laton and Route 17-Fresno. Staff recommends the Board authorize the Executive Director to sign the contract with FCRTA.

C. *Budget Carryovers for Fiscal Year 2024/2025*

At the end of Fiscal Year 2023/2024, there were open purchase orders for projects not yet completed by the close of the fiscal year. These projects include KART Transit Center, the Bus Maintenance Audit and the purchase of a Universal Data Probe. Staff are requesting the funds are carried over to the Fiscal Year 2024/2025 budget.

ACTION: APPROVED AS PRESENTED 5 IN FAVOR (MD,JN,PM,DV,AP)

4. **APPROVE PAYMENT TO SOUTHERN CALIFORNIA EDISON FOR UTILITY RELOCATION (A.Dow):**

In March of 2022, per KCAPTA request, the City of Hanford abandoned the alley in our project area to KCAPTA to allow for a parking lot and landscaping for the New KART Transit Center.

Since 2022 KCAPTA staff and our Construction Management Firm, CM Construction, staff have been working with Southern California Edison (SCE) to underground overhead utility lines located in the alley.

SCE completed their review of the drawing and as required under Rule 20C provided KCAPTA with a couple of invoices to (1) remove the overhead utilities and poles and (2) to install the underground utilities in the conduit provided by KCPATA.

The first invoice KCAPTA received in the amount of \$23,497.58 and was approved by the Executive Director and the payment was processed. KCAPTA received a second invoice in the amount of \$182,365.21 which exceeds the Executive Director authorization limits and will require Board approval before payment can be issued.

Comcast also has utilities on SCE utility poles in which KCAPTA is, under Rule 20C, responsible for the cost for them to convert their overhead service to underground. Currently Comcast has estimated this cost at \$14,316.38, however in KCAPTA review of the cost, there seems to be some duplications of work between SCE and Comcast. Staff has instructed our Project Management Firm, CM Construction, to discuss this directly with Comcast's Contractor. This amount is within the Executive Director authorization limits and will be processed after staff has confirmed pricing.

The Board authorized payment to Southern California Edison in the amount of \$182,365.21 for their cost in undergrounding the utilities per the Rule 20C requirements.

ACTION: APPROVED AS PRESENTED 5 IN FAVOR (MD,JN,PM,DV,AP)

5. APPROVE CHANGE ORDERS FOR THE KART TRANSIT CENTER CONS'T PROJECT (A. Dow):

Quiring General has submitted Change Orders # 13R1 & 22 in the total amount of \$106,341.86 (PCO # 13R1 = \$49,282.83 and PCO# 22 = \$57,059.03).

Proposed Change Order # 13R1 is the additional cost related utility conflicts. The existing utility elevations produced an unforeseen condition that required a reroute of onsite drainage away from the previously planned.

Proposed Change Order # 22 is the additional cost related to utility conflicts. The existing utility elevations produced unforeseen conditions that required a reroute to bore the fire hydrant lines underneath the existing utilities.

When the Board awarded the Construction Contract to Quiring General LLC, in October of 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 Project have between 5% (\$1,440,250) and 10% (\$2,880,500) contingency budget for unexpected or unforeseen items such as utility conflicts.

If approved, Quirings' total contract value would increase from \$29,598,659.78 to \$29,705,001.64.

The Board approved Proposed Change Order # 13R1 in the amount of \$49,282.83 and Proposed Change Order # 22 in the amount of \$57,059.03 and authorize the Executive Director to sign both Proposed Change Orders.

ACTION: APPROVED AS PRESENTED 5 IN FAVOR (MD,JN,PM,DV,AP)

6. BUS FLEET MAINTENANCE AUDIT REPORT (A. Dow):

KCAPTA contracts with MV Transportation for the Operations of our Transit System and Maintenance of our Buses. KCAPTA staff ensures contract compliance of Operations through many different methods. KCAPTA staff also monitor maintenance compliance through review of maintenance documents.

Maintenance Audits conducted by third-party vendors, Optimize Fleet Performance, Cost Savings, Compliance Assurance, Enhanced Safety Measures, and Data-Driven Decision-Making. KCAPTA last Maintenance Audit was completed in March of 2018.

In January 2024, staff requested quotes from third-party vendors that specialize in Maintenance Audits. Based on the quotes received, staff issued a purchase order to Vehicle Technical Consultants, Inc. (VTC) to complete a full Bus Fleet Maintenance Audit. VTC conducted an inspection of the Bus Fleet in May of 2024 and collected fluid samples from the buses.

The inspection noted 232 defects, each defect was rated between 1 and 6. MV Transit has addressed all mechanical defects noted in the report and VTC will reinspect those buses in August 2024.

Defect Ratings	Total Found	Description
1	4	Sever safety concern and needs immediate attention. Recommended out of service per DOT standards.
2	0	Client Standard Out of Service
3	33	Critical System, recommend repair before returning to service
4	69	Mechanical defect that needs immediate attention due to potential in service failure
5	15	Cosmetic body, interior defect including cleanliness that are not immediate safety concerns
6	111	Minor technical defect that needs to be repaired, but does not pose an immediate safety concern or potential failure in services

Overall VTC indicated that the Fleet was properly maintained, but that our Fleet is aging which will result in increased mechanical defects.

THIS AN INFORMATIONAL ITEM ONLY

7. MISCELLANEOUS COMMENTS FROM STAFF:

KCAPTA Staff:

Angie Dow, KCAPTA Executive Director:

1. 2 Competitive grants got 1 out of 2. Awarded 1.6 Grant-replace GNC 2003 compressor.
2. MPO Terry King-Group Kaylee identified funds CMAQ and Carbon Reductions -State Funded Approved
3. Identified 11 million to Construction electrical vehicle chargers, and have a grant for 4 of 35ft. large buses and 8 small buses.
4. Bids for parking lot were due 7/23/24. Multiple bids were received within budget and one will be an item in the next meeting.

Maria Ortiz, vacation

Heather Corder, Accountant/Auditor: Nothing to report.

Mark Pedreiro, Transit Manager:

Legal Counsel, Ken Richardson: Nothing to report.

Council Members:

Joe Neves, Board Chair Kings Co Brd of Supervisors:

Martin Devine: City of Hanford: New restaurant coming to Hanford, Robertito's.

Alvaro Preciado: City of Avenal: Suggested to Craig to go to Coalinga DMV where it is not as busy to do driver certification as opposed to Hanford DMV office. HWY 41 re-opening and Avenal cut off will be closing due to construction in August. Cooling center is open all week until 7 pm. Will have measure on ballot for taxing on properties not maintained. Suggested by board member to look into Self Help Program to help home owners maintain their property.

Patrica Mathews City of Lemoore Mayor, City of Lemoore: Still looking for city manager.

Doug Verboon, Kings County Brd of Supervisor: Nothing to report

Operator's Perspective: Craig Wilson, Gen Manager – New Safety Manager lost EPT tester, classes for road supervisor & driver to do training. New drivers taking test and training. When Peggy left it was easier to get everything done that needed to get drivers certified to be a driver, now it's harder because part of the certification process has to be done at the DMV office where it is packed and have to wait your turn. Peggy is only available on Saturdays and trying to work with her new work schedule.

The next scheduled meeting will be on August 28, 2024, at 2:00 pm at the Board Chambers-Admin Bldg 1, Kings Co Gov't Center.