

**CITY OF LOS ANGELES**  
**INTER-DEPARTMENTAL MEMORANDUM**

Date: August 11, 2021

To: Honorable City Council  
c/o City Clerk, Room 395  
Attention: Honorable Mike Bonin, Chair, Transportation Committee

From: Seleta J. Reynolds, General Manager   
Department of Transportation

Subject: **THIRD AMENDMENT TO AGREEMENT C-128057 BETWEEN THE LOS ANGELES DEPARTMENT OF TRANSPORTATION AND AAMCOM LLC FOR THE MANAGEMENT OF THE CITYRIDE PARATRANSIT PROGRAM COORDINATOR AND TRANSIT TECHNOLOGY SERVICE**

**SUMMARY**

The attached report was approved by the Mayor with ED3 waiver. This report is now referred to Council for review and approval.

**RECOMMENDATION**

That the City Council, subject to the approval of the Mayor:

Authorize the LADOT General Manager to execute the Third Amendment to Agreement C-128057 with AAMCOM, extending the term of the Agreement for a period of twelve (12) months and increasing the contract ceiling by \$1,287,365, subject to the approval of the City Attorney as to form and legality.

**BACKGROUND**

In a report to the Mayor dated July 1, 2021, LADOT requested that the Mayor's Office authorize LADOT to execute the attached Third Amendment to Agreement C-128057 with AAMCOM. The Mayor's Office approved, waived ED3 review, and transmitted the report and draft contract to LADOT. LADOT now requests that the Council approve the Department's recommendations above.

**DISCUSSION**

The current contract expires on August 31, 2021. LADOT requests authorization to extend the term of the Agreement with AAMCOM for a period of twelve (12) months for the continued management of the Cityride Paratransit Program Coordinator and Transit Technology Service contract, to allow additional time for the City to issue the new Cityride Paratransit Program Coordinator and Transit Technology Service Request for Proposal (RFP), and award a new contract.

Due to the COVID-19 pandemic and the associated budget downturn, the RFP and the contract process has been delayed. The contract extension of twelve (12) months is a stop-gap measure to ensure an uninterrupted management of the Cityride Paratransit Program Coordinator and Transit Technology services. Halting these services will directly impact eligible Los Angeles residents who are 65 years old or individuals with disabilities who rely on Cityride for essential travel.

LADOT negotiated a cost proposal with AAMCOM for the recommended twelve (12) month contract extension – Exhibit 1 – Proposed Cost Sheet.

#### **FISCAL IMPACT**

Funding for the Cityride Paratransit Program Coordinator is included in the FY 2019-2020 Proposition A local Transit Assistance (PALTA) Paratransit Program Coordinator Fund No. 385 Account 94S241 and FY 2020-2021 Fund No. 385 Account 94T241. This project, therefore, does not create an impact on the City's General Fund budget.

SJR:jf

# TRANSMITTAL

TO  
Department of Transportation

DATE  
08/10/21

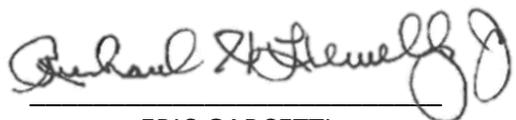
COUNCIL FILE NO.

FROM  
The Mayor

COUNCIL DISTRICT

**APPROVAL OF THIRD AMENDMENT TO AGREEMENT C-128057 BETWEEN  
THE LOS ANGELES DEPARTMENT OF TRANSPORTATION AND AAMCOM LLC  
FOR THE MANAGEMENT OF THE CITYRIDE PARATRANSIT PROGRAM COORDINATOR  
AND TRANSIT TECHNOLOGY SERVICE**

Approved, ED3 review waived, and transmitted for your consideration.



(Rich Llewellyn for)

ERIC GARCETTI  
Mayor

**CITY OF LOS ANGELES**  
INTER-DEPARTMENTAL MEMORANDUM

Date: July 1, 2021

To: The Honorable Eric Garcetti, Mayor  
Office of the Mayor  
Attention: Heleen Ramirez, Legislative Coordinator

From: Seleta J. Reynolds, General Manager   
Department of Transportation

Subject: **THIRD AMENDMENT TO AGREEMENT C-128057 BETWEEN THE LOS ANGELES DEPARTMENT OF TRANSPORTATION AND AAMCOM LLC FOR THE MANAGEMENT OF THE CITYRIDE PARATRANSIT PROGRAM COORDINATOR AND TRANSIT TECHNOLOGY SERVICE**

**SUMMARY**

The City of Los Angeles Department of Transportation (LADOT) requests authorization to execute a contract amendment with AAMCOM LLC (AAMCOM) for the continued management of the Cityride Paratransit Program Coordinator and the Transit Technology Service.

**RECOMMENDATION**

That the City Council, subject to the approval of the Mayor:

Authorize the LADOT General Manager to execute the Third Amendment to Agreement C-128057 with AAMCOM, extending the term of the Agreement for a period of twelve (12) months and increasing the contract ceiling by \$1,287,365, subject to the approval of the City Attorney as to form and legality.

**BACKGROUND**

On August 17, 2016, the City Council approved the Cityride Paratransit Program Coordinator and Transit Technology Service five-year contract with Keolis Transit Services, LLC (Keolis) dba MyTransit Plus (C.F. 16-0804). The Cityride Program provides fare subsidies for our paratransit and taxi programs for eligible older adults and persons with disabilities. Keolis provides Cityride program registration and fulfillment of Cityride fare value for Cityride participants. Keolis also provides technical support services, as needed, for the Charter Bus Program. Keolis began its fourth year of the contact on September 1, 2019.

On September 16, 2019, Keolis informed LADOT that its headquarters was moving from Los Angeles to Boston and, as of December 15, 2019, would no longer perform the services of the Cityride Paratransit Program Coordinator and Transit Technology Service contract. Instead of terminating the contract and leaving the City without a Cityride Program, Keolis requested a contract reassignment as allowed in the contract. LADOT recommended acceptance of the proposed reassignment to ensure continuous

operation of the Cityride program. On December 10, 2019, Council approved the transfer of the contract from Keolis to AAMCOM.

## **DISCUSSION**

The current AAMCOM contract expires on August 31, 2021. LADOT requests authorization to extend the term of the Agreement with AAMCOM for a period of twelve (12) months for the continued management of the Cityride Paratransit Program Coordinator and the Transit Technology Service contract. This allows additional time for the City to issue a new Cityride Paratransit Program Coordinator and Transit Technology Service Request for Proposal (RFP) and award a new contract.

Due to the COVID-19 pandemic and the associated budget downturn, the RFP and the contract process has been delayed. The contract extension of twelve (12) months is a stop-gap measure to ensure an uninterrupted management of the Cityride Paratransit Program Coordinator and Transit Technology services. Halting these services will directly impact eligible Los Angeles residents who are 65 years old or individuals with disabilities who rely on Cityride for essential travel.

LADOT negotiated a cost proposal with AAMCOM for the recommended twelve (12) month contract extension – Exhibit 1 – Proposed Cost Sheet.

## **FISCAL IMPACT**

Funding for the Cityride Paratransit Program Coordinator is included in the FY 2019-2020 Proposition A local Transit Assistance (PALTA) Paratransit Program Coordinator Fund No. 385 Account 94S241 and FY 2020-2021 Fund No. 385 Account 94T241. This project, therefore, does not create an impact on the City's General Fund budget.

SJR:jf

**THIRD AMENDMENT TO  
AGREEMENT C-128057  
BETWEEN  
THE CITY OF LOS ANGELES  
AND  
AAMCOM LLC  
FOR THE OPERATION OF  
THE CITYRIDE PARATRANSIT PROGRAM COORDINATOR  
AND TRANSIT TECHNOLOGY SERVICE PROGRAM**

**THIRD AMENDMENT TO THE AGREEMENT C-128057  
BETWEEN  
THE CITY OF LOS ANGELES  
AND AAMCOM LLC  
FOR THE OPERATION OF THE  
CITYRIDE PARATRANSIT PROGRAM COORDINATOR  
AND TRANSIT TECHNOLOGY SERVICE PROGRAM**

**THIS THIRD AMENDMENT** to Agreement C-128057 between the City of Los Angeles (hereinafter referred to as the "City"), a municipal corporation, acting by and through the Department of Transportation (hereinafter referred to as "LADOT"), and AAMCOM LLC, a California Limited Liability Company (hereinafter referred to as "Contractor"), collectively referred to as "Parties" and individually as "Party," is entered into with reference to the following:

**WHEREAS**, the City desires to continue the obtained services for the management of the Cityride Paratransit Program Coordinator and Transit Technology Services; and

**WHEREAS**, on April 15, 2016, LADOT issued a Request for Proposals (RFP), locally and nationally for companies interested in providing service in accordance with City Charter §372 seeking qualified Contractors to perform said services; and

**WHEREAS**, the City determined that the Contractor has the management and technical expertise and other assets necessary for the operation of the Cityride Paratransit Program Coordinator Transit Technology Service; and in the time and manner set forth in the RFP and Proposal; and

**WHEREAS**, the parties entered into Agreement C-128057 on August 24, 2016 (the "Agreement"), wherein the Contractor, Keolis Transit Services, LLC, agreed to provide services requested in the time and manner set forth in the RFP and Proposal incorporated into the Agreement; and

**WHEREAS**, Keolis Transit Services, LLC relocated its headquarters (Exhibit 1) and requests the City approve reassignment of Contract C-128057 to AAMCOM LLC; and

**WHEREAS**, the City in the First Amendment to Agreement C-128057 agreed to the reassignment of the Agreement to AAMCOM LLC as the Contractor to the Agreement, update the City's Standard Provisions for City Contracts (Rev. 10/17) [v.3], and add other contracting language as required by ordinance of all City contracts; and

**WHEREAS**, the City in the Second Amendment to Agreement C-128057 replaced the Program Budget Summary to carry over and reallocate residual funds from the previous contract year to the next contract year throughout the remaining contract term; and

**WHEREAS**, LADOT is in the process of preparing a new RFP for these services, but requires continuation of the current Agreement until the new contract award; and

**WHEREAS**, LADOT desires in this Third Amendment to Agreement C-128057 to extend the term of the Agreement for a period of twelve (12) months and to increase funding by \$1,287,365 for a total not-to-exceed amount of \$7,299,588.20; and

**NOW, THEREFORE**, in consideration of the above premises and the mutual covenants and agreements herein contained, the parties agree as follows:

1. **Section II, TERMS OF CONTRACT**, Subsection A, Contract Period, Paragraph 1 is hereby amended in its entirety to read:

This Agreement shall be in effect for six years from September 1, 2016 through August 31, 2022.

Due to the need for Contractor's services to be provided continuously on an ongoing basis, Contractor may have provided services prior to the execution of this Third Amendment. To the extent that Contractor's services were performed in accordance with the terms and conditions of this Agreement, those services are hereby ratified.

2. **Section IV, COMPENSATION**, Paragraph A is hereby removed in its entirety and replaced as follows:

The City shall pay the Contractor an amount not to exceed \$7,299,588.20 for the complete and satisfactory performance of the terms and conditions of this Agreement for this period September 1, 2016 to August 31, 2022.

3. Exhibit I – Revised Program Budget Summary (Form C-II) and Revised Program Budget Details (Form C-II-A), is hereby replaced in its entirety by the Exhibit I – Program Budget Summary (Form C-II) and Program Budget Details (Form C-II-A) effective September 1, 2021 and attached hereto.
4. Except as amended herein, all other terms and conditions of this Agreement shall remain in full force and effect.

[Signature page follows]

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

**THE CITY OF LOS ANGELES**

**AAMCOM LLC, a California Limited Liability Company**

By: \_\_\_\_\_  
Seleta J. Reynolds  
General Manager  
Department of Transportation

By\*: \_\_\_\_\_  
Title: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPROVED AS TO FORM:**  
MICHAEL N. FEUER, City Attorney

By: \_\_\_\_\_  
Michael Nagle  
Deputy City Attorney

By\*\*: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTEST:**  
HOLLY L. WOLCOTT, City Clerk

NOTE: If Contractor is a corporation, two signatures are required.

By: \_\_\_\_\_

Date: \_\_\_\_\_

\* The signature of President, Chairman of the Board, or Vice President is required here; and  
\*\* an additional signature of Secretary, Assistant Secretary, Chief Financial Officer, or Assistant Treasurer is also required for the Corporation.

City Agreement Number:  C-128057

Council File Number:  16-0804

EXHIBIT I

PROPOSED COST SHEET

FORM C-II PROGRAM BUDGET SUMMARY

FORM C-II-A PROGRAM BUDGET DETAILS

**Exhibit I**  
**FORM C-II**  
**PROGRAM BUDGET SUMMARY - YEAR 6**  
**FOR THE OPERATION OF THE CITYRIDE PARATRANSIT PROGRAM**  
**Proposed 12-month rate starts on September 1, 2021**

<b>COST COMPONENTS</b>	<b>Year 6</b>
1 Personnel	\$599,048
2 Administration	\$422,300
3 Subcontractors/Consultants	\$0
4 Card Processing	\$60,000
5 Re-Registration Process	\$0
6 Printing and Postage	\$24,000
7 Other Costs	\$14,100
<b>8 Sub-Total</b>	<b>\$1,119,448</b>
9 Profit (% of Line 8)	\$167,917
<b>10 Total Annual Cost (Lines 8+9)</b>	<b>\$1,287,365</b>

**Exhibit I**  
**FORM C-II-A**  
**PROGRAM BUDGET DETAILS - YEAR 6**  
**FOR THE OPERATION OF THE CITYRIDE PARATRANSIT PROGRAM COORDINATOR**  
**Proposed 12-month rate starts on September 1, 2021**

<b>COST COMPONENTS</b>	<b>Year 6</b>	
<b>1 Personnel/Salaries</b>		
Salaries	\$	506,603
Benefits	\$	92,445
<b>Total</b>	<b>\$</b>	<b>599,048</b>
<b>2 Administration</b>		
Office Space/Rent	\$	104,800
Consumable Supplies	\$	4,000
Office Equipment Purchase/Rental	\$	10,000
Insurance	\$	11,500
Telephone	\$	170,000
Security Improvements	\$	2,000
Storage (Pick-Up)	\$	-
Mail Processing System (automated)	\$	20,000
Fare Card Technology Systems	\$	70,000
Other - Server Connectivity	\$	30,000
<b>Total</b>	<b>\$</b>	<b>422,300</b>
<b>3 Subcontractors/Consultants</b>		
Professional Consulting Services	\$	-
Professional Training Services	\$	-
Temporary Personnel Services	\$	-
<b>Total</b>	<b>\$</b>	<b>-</b>
<b>4 Card Processing Fees</b>		
Card Processing Fees	\$	60,000
<b>5 Re-Registration Process</b>		
Re-registration Process	\$	-
<b>6 Printing and Postage</b>		
Printing	\$	6,000
Postage/P.O. Box Fees	\$	18,000
<b>Total</b>	<b>\$</b>	<b>24,000</b>
<b>7 Other</b>		
Charter Bus Reservaton System	\$	12,000
Cityride Online Registration System	\$	-
Cityride Online Fare Value Purchase System	\$	2,100
<b>Total</b>	<b>\$</b>	<b>14,100</b>
<b>8 Sub-Total</b>	<b>\$</b>	<b>1,119,448</b>
<b>9 Profit (15% of Line 8)</b>	<b>\$</b>	<b>167,917</b>
<b>10 Total Cost (Lines 8 + 9)</b>	<b>\$</b>	<b>1,287,365</b>