

# COUNTY OF LOS ANGELES

#### DEPARTMENT OF PUBLIC WORKS

"To Enrich Lives Through Effective and Caring Service"

900 SOUTH FREMONT AVENUE ALHAMBRA, CALIFORNIA 91803-1331 Telephone: (626) 458-5100 http://dpw.lacounty.gov

ADDRESS ALL CORRESPONDENCE TO: P.O. BOX 1460 ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE: AS-0

March 27, 2014

# REQUEST FOR PROPOSALS – INFORMATIONAL UPDATE 1 FLORENCE-FIRESTONE/WALNUT PARK AND BALDWIN HILLS SHUTTLE SERVICES (2014-PA016)

Thank you for attending the Proposers' Conference for the Florence-Firestone/Walnut Park and Baldwin Hills Shuttle Services (2014-PA016) on March 18, 2014, and for your interest in the Request for Proposals (RFP).

Please note that the deadline to submit your proposals continues to be **Wednesday**, **April 2**, **2014**, **at 5**:**30** p.m.

# QUESTIONS AND ANSWERS TO FLORENCE-FIRESTONE/WALNUT PARK AND BALDWIN HILLS SHUTTLE SERVICES

The following answers are in response to the request for information and clarification submitted by attendees of the Florence-Firestone/Walnut Park and Baldwin Hills Shuttle Services (2014-PA016) Proposers' meeting. Questions presented in this Informational Update 1 represent the questions asked by the Proposer in the form and context submitted.

1. **Question:** Effective 2014, the Affordable Health Care Act will incur significant costs to contractors in the area of personnel benefits.

Since its signing into law in 2010, the Act has had little impact on bid pricing, and many contractors have chosen to disregard the cost implications of this act in price proposals. While we consistently budget these costs in our operations, our company has been challenged in procurements when competing against those companies whose price has been artificially lowered by failure to comply with the provisions of this law. In an effort to ensure compliance with the Affordable

Health Care Act, we respectfully requests Department of Public Works takes one of the following actions:

- Mandate that all bidders comply (in both technical and price proposals) with the provisions of this act effective January 2014, and submit official certification of compliance; and/or
- Provide benchmark costs per employee for healthcare obtained through the Affordable Health Care Act; thus, ensuring that all bidders are using the same per person costs when projecting participation levels and overall cost relative to benefits; or
- Provide adequate assurances that Department of Public Works will open contract negotiations at the time that this Act impacts employers (and not before); thus, allowing bidders to submit price proposals based on the current costs of doing business, with this Act not yet set into law."

**Response:** Please note Part I; Section 3.S; Wages, Materials, and other Costs, on page 1.33 of the RFP, which clearly states that it is the responsibility of the Proposer to calculate the proposal price and to take into consideration a possible escalation of wages, materials, and other costs during the contract period.

2. **Question:** Please clarify that April 26, 2014, is the last day for submitting items needing to be submitted seven days prior to the proposal due date as requested in the RFP for exemptions.

**Response:** The Living Wage exemption Form LW-2 and the request to use part-time employee is currently due on March 26, 2014, seven days prior to the due date of the proposal. If the proposal due date is extended, the due date for these exemptions will extend accordingly, seven days prior to the due date of the proposal.

However, Jury Service exemption has a fixed due date of Wednesday, March 26, 2014.

3. **Question:** Please confirm that the contractor is responsible for all fuel revenue and non-revenue on this project.

**Response:** Yes, the contractor is responsible for revenue and nonrevenue fuel on this project. The contractor's rate shall include all administrative costs, labor, supervision, materials, transportation, taxes, fuel, equipment, and supplies.

4. **Question:** Please clarify what specific types of destination signs contractors would need to provide on contractor provided vehicles.

**Response:** Rollsigns and LED electronic front destination signs are both sufficient.

5. **Question:** Exhibit I that discusses minimum vehicle requirements for the most part is very clear. However, can the agency please provide clarity and specifics on what is needed to be compliant in terms of "outside signage" and "Farebox". Can more details be provided on what these two items need to be at a minimum?

**Response:** For contractor provided spare vehicles, please see the response in question 4. In accordance with the RFP, Exhibit A, Scope of Work, Section H, Rates and Compensation, the contractor shall keep an accurate accounting of all revenue received as the contractor shall be held responsible for any lost, stolen, or uncollected revenue. Therefore, the contractor may install any type of fare-box system to comply with these requirements.

6. **Question:** Please provide the location from where the current service operates from.

Response: The current contractor's bus storage and maintenance facility is 14663 Keswick Street, Van Nuys, CA 91405. The located at Florence-Firestone/Walnut Park Shuttle service operates the Florence-Firestone and Walnut Park unincorporated areas. The Baldwin Hills Parklands Shuttle service operates in the Baldwin Hills unincorporated area. Please see Exhibit G; Service Routes, Schedule, and Fare, in the RFP for specific service area boundaries.

7. Question: Does 5333(b) of Title 49, regarding Transit Labor Protection (formerly Section 13(c) apply to this contract? If so, please provide a copy of the letter of certification from the U.S. DOL to FTA applicable to the FTA Recipient's project for which Federal assistance is provided to support work on the underlying contract.

**Response:** Title 49 U.S.C. 5333(b) (also known as Section 13(c) of the Federal Transit Act) does not apply to this service.

- 8. **Question:** In order for bidders to comply with 13C regulations bidders will need the following information:
  - a. Seniority list for the current employees for this contract with position, full time or part time status, length of service, and current rate of pay.

- b. Current rates/benefits of the current employees with specific information regarding co-pays, dependent coverage and amount of premium paid by employer.
- c. Information regarding retirement plans.
- d. Any applicable collective bargaining agreements for employees of these services and any applicable MOUs or side letters of agreement.

**Response:** Please see response to question 7.

9. **Question:** Please provide a current organizational chart or listing of positions that is being provided for this contract by the current contractor. Please indicate the percent that these positions are dedicated to this contract.

**Response:** See Enclosure A. The percent of these positions dedicated to this contract will vary. Staff assignments, which may constantly require shifting, are a business decision made by each contractor to run an efficient service.

10. **Question:** How many years has the existing contractor held this contract? Does this include any extensions? If so, how many extensions and length of each extension?

**Response:** The current contractor held this contract since September 1, 2011, with an initial term of one year and it is currently in its second one-year renewal option.

11. **Question:** Please provide copies of the last three months of invoices from the Contractor for this contract.

Response: See Enclosure B.

12. **Question:** We intend to hire as many of the existing employees as possible. In order for us to ensure that they make at least as much, or more than they do now, please provide a seniority list for the current employees for this contract, and indicate position, full time or part time, length of service, and current rate of pay.

Response: See Enclosure A.

13. **Question**: Please provide the last 12 months of history for major component replacement and repair for the provided fleet for this contract.

**Response:** The Florence-Firestone/Walnut Park Shuttle and Baldwin Hills Parklands Shuttle services require Contractor-owned vehicles. There are no County-owned service vehicles assigned to these services at this time.

14. Question: Consistent with California Labor Code 1072, please provide specific information regarding the current wages for all employees currently involved in the provision of this service. Please also provide detailed information regarding all benefits for the current employees. For insurance programs, please include specific regarding co-pays, dependent coverage and amount of premium paid by employer.

Response: See Enclosure A.

15. **Question**: Do any of the provided buses have remaining or extended warranty on any of the components?

Response: Please see response to question 13.

16. **Question**: Page A.12 #6, introduces a fuel adjustment clause regarding gasoline, however this section is not in any of the other projects that are currently being procured. Can the agency advise if this should be included in the other two shuttle bids currently out for bid.

**Response:** Only the Florence-Firestone/Walnut Park Shuttle and Baldwin Hills Parklands Shuttle contain a fuel adjustment for gasoline. There is no fuel adjustment for the Avocado Heights, Bassett, West Valinda, and East Valinda Shuttle and the Athens-Lennox Shuttle RFP.

17. **Question**: In this RFP the Proposer Minimum Requirement does not match the vehicle requirements in both the length of the vehicle and fuel preference. The proposer minimum requirements for vehicle experience are listed as propane powered, heavy duty, low floor, 29 feet or longer. On the other hand, the contractor provided vehicles are listed as Type III, 25 feet, LPG or CNG powered vehicle. Is this going to be revised?

Response: No. The County may at any time during the term of this contract procure vehicles with minimum specifications as described in the Minimum Requirements section. Therefore, we require the proposer to be experienced with the type of vehicle as described in the Minimum Requirement Section. The proposer must provide service vehicles for the Baldwin Hills Parklands and

Florence-Firestone/Walnut Park services as described in Exhibit I, Contractor-Provided Service Vehicle Requirements, of the RFP.

18. **Question:** Current employee information: seniority and hourly rate.

**Response:** Please see response to question 12.

19. **Question:** Assigned vehicle mileage and any major repair information.

**Response:** Please see response to question 13.

20. Question: The last six monthly invoices along all required reports.

**Response:** Please see response to question 11.

21. **Question:** Assessed liquidated damages for the past year.

**Response:** The current contractor has not been assessed liquidated damages during the term of this agreement.

22. **Question**: Currently contractor and hourly rate.

**Response:** The current contractor is Keolis Transit America. The contractor-owned vehicle hourly rate is \$41. The County-owned vehicle hourly rate is \$38.50.

23. **Question:** Would the county be opposed for the storage and maintenance facilities being in different locations?

**Response:** Yes, the County will be opposed for the storage and maintenance facilities being in different locations.

24. Question: Is there a record of a chronic problem with graffiti?

Response: No, there is no record of a chronic problem with graffiti.

If you have questions concerning the above information, please contact Mr. Eric Fong at (626) 458-4077, Monday through Thursday, 7 a.m. to 5 p.m.

Very truly yours,

**GAIL FARBER** 

Director of Public Works

GHAYANE ZAKARIAN, Chief Administrative Services Division

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Enc.

# **ENCLOSURE A**

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#### **ENCLOSURE B**



Date Invoice Submitted:

2/10/2014

Invoice Service Month Ended:

12/31/2013



Invoice #:

142.F464

Account:

04-LADPW2

TO

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### INVOICE -

# Transportation Services Provided For the month of December, 2013 Florence-Firestone/Walnut Park Shuttle "The Link" Community Shuttle Services 0.00 Service Hrs. @ \$ 38.50 County Service Vehicle Mon-Sat 532.00 Service Hrs. @ \$ 41.58 Contractor Service Vehicle 22,120.56 Mon-Sat 532.00 Total Service Hrs. 25 Service Days USER CODE (1,249.18)**Less Farebox Collections** County Provided Service Vehicle Rental Fee Other Charges/Pass Through (explained below) 20,871.38 \$

For Billing Inquiries Please Call Jorge Flores @ (909)525-9424

#### Remittance Instructions:

### Wire Instructions:

Keolis Transit America, Inc. 14663 Keswick St. Van Nuys, CA 91405 Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295

Routing: 121000248

#### **ENCLOSURE B**



Date Invoice Submitted:

12/30/2013

Invoice Service Month Ended:

11/30/2013



Invoice #:

142.37W

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### INVOICE

# Transportation Services Provided For the month of November, 2013 Florence-Firestone/Walnut Park Shuttle "The Link" Community Shuttle Services Mon-Sat 0.00 Service Hrs. @ \$39.10 County Service Vehicle Mon-Sat 494.00 Service Hrs. @ \$ 41.63 Contractor Service Vehicle 20,565.22 494.00 Total Service Hrs. 25 Service Days USER CODE \_ Less Farebox Collections (2,415.21)County Provided Service Vehicle Rental Fee Other Charges/Pass Through (explained below) 18,150.01

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802 Please email wire notification to cashmgmt@keolistransit.com

Wire Instructions:

Wells Fargo Bank Keolis Transit America, Inc. Account number: 412234B295 Routing: 121000248



12/2/2013

Invoice Service Month Ended:

10/31/2013



Invoice #:

142.36W

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

\*\*\*REVISED\*\*\*

#### INVOICE

Transportation Services Provided  For the month of  October, 2013	
Florence-Firestone/Walnut Park Shuttle "The Link" Community Shuttle Services	<del></del> ,
Mon-Sat 6.00 Service Hrs. @ \$ 38.50 County Service Vehicle	\$ 231.00
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	\$ 21,497.83

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802

Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolls Transit America, Inc. Account number: 4122348295 Routing: 121000248



10/15/2013

Invoice Service Month Ended:

9/30/2013



Invoice #:

142.35W

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### **INVOICE**

Transportation Services Provided	ed	
For the month of		
September, 2013	<del></del>	
Florence-Firestone/Walnut Park Shuttle		
"The Link" Community Shuttle Services		
Mon-Sat 0.00 Service Hrs. @ \$ 39.16 County Servi	rice Vehicle \$	-
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DATE 10/11/17		
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For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802 Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295 Routing: 121000248



9/23/2013

Invoice Service Month Ended:

8/31/2013



Invoice #:

142.34W

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

\*\*REVISED\*\* 10/7/2013

#### INVOICE

# Transportation Services Provided For the month of August, 2013 Florence-Firestone/Walnut Park Shuttle "The Link" Community Shuttle Services Mon-Sat 0.00 Service Hrs. @ \$ 39.15 County Service Vehicle 23,096.26 554.00 Service Hrs. @ \$ 41.69 Contractor Service Vehicle Mon-Sat 554.00 Total Service Hrs. 27 Service Days **Less Farebox Collections** (1,996.30)County Provided Service Vehicle Rental Fee ther Charges/Pass Through (explained below) 21,099.96

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802 Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295 Routing: 121000248



9/23/2013

Invoice Service Month Ended:

7/31/2013



Invoice #:

142.33W

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### INVOICE

# Transportation Services Provided For the month of July, 2013 Florence-Firestone/Wainut Park Shuttle "The Link" Community Shuttle Services 0.00 Service Hrs. @ \$ 39.09 County Service Vehicle Mon-Sat Mon-Sat 556.00 Service Hrs. @ \$ 41.63 Contractor Service Vehicle 23,146.28 556.00 Total Service Hrs. 26 Service Days Less Farebox Collections County Provided Service Vehicle Rental Fee (1,952.78)Other Charges/Pass Through (explained below) DATE 21,193.50

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### **Remittance Instructions:**

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802  $Please\ email\ wire\ notification\ to\ cashmgmt@keolistransit.com$ 

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295 Routing: 121000248



2/10/2014

Invoice Service Month Ended:

12/31/2013



Invoice #:

142.B467

Account:

revised 04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### INVOICE

	-	Fransportation Services Provided		
		For the month of		
		December, 2013		
Baldwin Hills Parklands Shuttle "The Link" Community Shuttle S	ervices			
Sat-Sun .	0.00	Service Hrs. @ \$ 39.15 County Service Vehicle	\$	•
Sat-Sun	100.00	Service Hrs. @ \$ 41.58 Contractor Service Vehicle	\$	4,158.00
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For Billing Inquiries Please Call Jorge Flores @ 909 525-9424

#### Remittance Instructions:

#### Wire Instructions:

Keolis Transit America 14663 Keswick St. Van Nuys, CA 91405

Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295

Routing: 121000248



12/30/2013

Invoice Service Month Ended:

11/30/2013



Invoice #:

Account:

142.27B

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### INVOICE

#### Transportation Services Provided For the month of November, 2013 **Baldwin Hills Parklands Shuttle** "The Link" Community Shuttle Services Sat-Sun 0.00 Service Hrs. @ \$ 39.15 County Service Vehicle Sat-Sun 85.33 Service Hrs. @ \$ 41.63 Contractor Service Vehicle 3,552.29 Total Service Hrs. 85.33 10 Service Days Less Farebox Collections County Provided Service Vehicle Rental Fee Other Charges/Pass Through (explained below) Total Amount due this Invoice \$ 3,552.29

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802

Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295 Routing: 121000248



12/30/2013

Invoice Service Month Ended:

10/31/2013



Invoice #:

142,26B

uansportation

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### INVOICE

## Transportation Services Provided For the month of October, 2013 **Baldwin Hills Parklands Shuttle** "The Link" Community Shuttle Services Sat-Sun 0.00 Service Hrs. @ \$39.15 County Service Vehicle Sat-Sun Service Hrs. @ \$41.66 Contractor Service Vehicle 3,103.67 74.50 Total Service Hrs. 8 Service Days Less Farebox Collections (1.00)County Provided Service Vehicle Rental Fee Other Charges/Pass Through (explained below) Total Amount due this involce \$ 3,102.67

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802

Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295

Routing: 121000248



10/15/2013

Invoice Service Month Ended:

9/30/2013



Invoice #:

142.25B

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### INVOICE

	Tran	For the	Services Provided e month of		-
Baldwin Hills Parklands Shuttle		Septe	mber, 2013		
"The Link" Community Shuttle	Services				
Sat-Sun	-0.00 Ser	vice Hrs. @	\$ 39.15 County Service Vehicle	\$	•
Sat-Sun	68.50 Ser	vice Hrs. @	\$ 41.70 Contractor Service Vehicle	\$	2,856.45
OCA 47233	68.50 Tota	d Service Hr	rs.		
PCA X 3003247A	7 Sen	ice Days			
USER CODE AZIY	Les	s Farebox C	ollections	\$	(31.71
APPROVED FOR PAYMENT BY	-∕∩Cou	ntv Provide	d Service Vehicle Rental Fee	\$	_
SIGN Wrette V	mla	1		Ψ	•
PRINTUKENTE A GUI	IN COCH	er Charges/f	Pass Through (explained below)	\$	-
DATE 10/21/12					
			Total Amount due this Invoice	\$	2,824.74

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802

Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295 Routing: 121000248



9/23/2013

Invoice Service Month Ended:

8/31/2013



Invoice #:

142.24B

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### **INVOICE**

		•	Transportation For the	Service month			
				ıst, 201			
Baldwin Hills Parklar "The Link" Communi		ervices					
Sa	at-Sun	0.00	Service Hrs. @	\$ 39.15	County Service Vehicle	\$	-
Si	at-Sun	90.00	Service Hrs. @	\$ 41.69	Contractor Service Vehicle	\$	3,752.10
OCA 47233 PCA X 3003247A USER CODE A214		90.00 9	Total Service Hrs Service Days	<b>\$.</b>			
			Less Farebox Co	ollections		\$	(15.10
SIGN I LEGENTI (	MENTBY	In	County Provided	l Service	Vehicle Rental Fee	\$	-
PRINT VICENTE	1/3	AR	Other Charges/P	ass Thro	ugh (explained below)	<b>\$</b>	-
/_/			-	Total Am	ount due this Invoice	\$	3,737.0

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802

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Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295

Routing: 121000248



9/23/2013

Invoice Service Month Ended:

7/31/2013



Invoice #:

142.23B

Account:

04-LADPW2

TO:

County of Los Angeles Department of Public Works

Attn: Fiscal Division, Accounts Payable

P.O. Box 7508

Alhambra, CA 91802-7508

#### **INVOICE**

#### Transportation Services Provided For the month of July, 2013 **Baldwin Hills Parklands Shuttle** "The Link" Community Shuttle Services Sat-Sun .0.00 Service Hrs. @ \$ 39.09 County Service Vehicle Sat-Sun 90.00 Service Hrs. @ \$41.63 Contractor Service Vehicle 3,746.70 90.00 Total Service Hrs. Service Days **Less Farebox Collections** (35.52)County Provided Service Vehicle Rental Fee Other Charges/Pass Through (explained below) Total Amount due this Invoice \$ 3,711.18

For Billing Inquiries Please Call Jason Snow @ (562)901-2497

#### Remittance Instructions:

#### Wire Instructions:

Diversified Transportation, LLC 601 Golden Street Long Beach, CA 90802

Please email wire notification to cashmgmt@keolistransit.com

Wells Fargo Bank Keolis Transit America, Inc. Account number: 4122348295 Routing: 121000248