MARK PESTRELLA, Director

COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
"To Enrich Lives Through Effective and Caring Service"

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IN REPLY PLEASE
REFER TO FILE

November 17, 2026

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

SERVICE CONTRACT
TRANSPORTATION CORE SERVICE AREA
AWARD OF SERVICE CONTRACT
TOPANGA CANYON BEACH BUS SHUTTLE SERVICES
(SUPERVISORIAL DISTRICT 3)
(3-VOTES)

SUBJECT

Public Works is seeking Board approval to award a service contract to Transit Systems Unlimited, Inc., for beach bus shuttle services in the unincorporated community of Topanga Canyon.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the recommended actions, including the award and execution of the beach bus shuttle services contract, are statutorily exempt from the California Environmental Quality Act for the reasons stated in this Board letter and in the record of the proposed activities.

2. Find that these services can be more economically performed by an independent contractor than by County employees.

3. Award and direct the Chair of the Board of Supervisors to execute a contract with Transit Systems Unlimited, Inc., for Topanga Canyon beach bus shuttle services. The contract will be for a period of 1-year with six additional 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 90 months and a maximum potential contract sum of $3,784,212.

4. Delegate authority to the Director of Public Works or his designee to renew the contract for each additional renewal option and extension period if, in the opinion of the Director of Public Works or his designee, Transit Systems Unlimited, Inc., has successfully performed during the previous contract period and the services are still required; to approve and execute amendments to incorporate necessary changes within the scope of work; and to suspend and/or terminate the contract for convenience if it is in the best interest of the County to do so.

5. Delegate authority to the Director of Public Works or his designee to annually increase the contract amount up to an additional 10 percent of the annual contract sum, which is included in the maximum potential contract sum, for unforeseen additional work within the scope of the contract, if required, in accordance with County policy and the terms of the contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to award a contract for fixed-route transit services in the unincorporated community of Topanga Canyon, ensuring continued access to recreational and cultural opportunities within the unincorporated communities and within the Cities of Los Angeles and Santa Monica. The services will include daily shuttle operations with multiple scheduled stops along the transit route.

Implementation of Strategic Plan Goals

These recommendations support the County Strategic Plan: North Star 2, Foster Vibrant and Resilient Communities, Focus Area Goal D, Sustainability, Strategy i, Climate Health; and Focus Area Goal E, Economic Health, Strategy i, Community-Based Institutions and Organizations, by contracting with a contractor that has the specialized expertise to provide these services accurately, efficiently, timely, and responsively.

FISCAL IMPACT/FINANCING

There will be no impact to the County General Fund.

The maximum potential contract sum is $3,784,212, which includes annual funding for vehicle parking fees, graphics for the contractor-provided service vehicles in accordance with the contract, and 10 percent of the annual contract sum for unforeseen additional work within the contract scope. The proposed contract's initial term is for 1 year, commencing upon Board of Supervisors approval or upon final execution by both parties, whichever occurs last, with six additional 1-year renewal options and a month-to-month extension up to 6 months for a maximum potential contract term of 90 months. The County may also authorize an extension of time, not to exceed 180 days, to the contract's maximum potential term with no additional funding.

If all optional renewal periods are exercised, the terms and sums for each term of the maximum contract period are as follows: $394,466 for the initial term; $410,245 for the first option term; $426,650 for the second option term; $443,716 for the third option term; $461,476 for the fourth option term; $479,928 for the fifth option term; $499,140 for the sixth and final option term; and $249,570 for the month-to-month extension of up to 6 months.

These amounts are based on Public Works' estimated annual utilization of the contractor's services at the quoted hourly rates.

Funding for the first year of these services is included in the Third Supervisorial District's Proposition A Local Return Transit Program in the Transit Operations Fund (CP6 – Services and Supplies) Fiscal Year 2026-27 Budget. Funds to finance the contract's optional years, parking fees, graphics for contractor-provided vehicles, and an additional 10 percent for contingencies will be requested through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

County Counsel has approved the recommended contract as to form, which has been executed by Transit Systems Unlimited, Inc. (Enclosure A). The recommended contract agreement was solicited on an open-competitive basis and is in accordance with applicable Federal, State, and County requirements.

A standard service contract containing terms and conditions that comply with the Board's ordinances, policies, and programs was used. Enclosure B reflects the proposer's utilization participation details and Community Business Enterprise information, including identification of their status as minority-, women-, disadvantaged-, disabled veteran-, and LGBTQ+-owned business enterprises, which were submitted in their proposals. Data regarding the proposer's minority participation is on file with Public Works. The contractor was selected upon final analysis and consideration without regard to race, creed, gender, or color.

The work is being contracted in accordance with procedures authorized under County Charter, Section 44.7, Part 3, and Chapter 2.121 (Contracting with Private Business) of the Los Angeles County Code. The mandatory contracting requirements set forth in Los Angeles County Code Section 2.121.380 have been met.

The contractor has agreed to pay its employees the current Living Wage Rate approved by the Board on December 1, 2015, and to comply with the County's Living Wage reporting requirements. The County's Proposition A and Living Wage Ordinance provisions apply to this proposed contract, as County employees can perform these services. The contract complies with all of the requirements of the Los Angeles County Code, Section 2.201.

Using methodology approved by the Auditor-Controller, the Proposition A cost analysis indicates that the recommended services can be performed more economically by the private sector.

ENVIRONMENTAL DOCUMENTATION

The recommended actions, including the award and execution of the contract for beach bus shuttle services, are statutorily exempt from the California Environmental Quality Act, pursuant to Section 21080(b)(10) of the California Public Resources Code. This exemption applies to the implementation of passenger or commuter transit services on highway rights of way already in use. The action is also exempt pursuant to the California Environmental Quality Act Guidelines Section 15061(b)(3) since it can be seen with certainty that the activity, which is a continuation of previously approved beach bus transit services, does not have the potential to cause a significant effect on the environment.

CONTRACTING PROCESS

On October 14, 2025, a notice of the Request for Proposals (RFP) was placed on the County's "Doing Business with Los Angeles County" website (Enclosure C), "Do Business with Public Works" website, and X (formerly Twitter). In addition, advertisements were placed in the Los Angeles Daily Journal, Los Angeles Sentinel, La Opinión, The Daily Breeze, and The Malibu Times. Public Works also informed 1,785 Local Small Business Enterprises, 209 Disabled Veteran Business Enterprises, 136 Social Enterprises, 1,067 Community Business Enterprises, 1,385 Community-Based Organizations, and 112 independent contractors. Additionally, the Department of Economic Opportunity conducted a focused outreach and notified 126 related businesses of this contracting opportunity. Four firms subsequently downloaded the RFP, and one firm participated in the optional proposers' conference.

On December 1, 2025, the County received two proposals, one of which was disqualified for not meeting the minimum requirements of the RFP. The remaining proposal was evaluated by an evaluation committee consisting of Public Works staff utilizing the informed averaging methodology for the applicable criteria. The evaluation was based on criteria described in the RFP, which included price, experience, work plan, financial resources, references, demonstrated controls over labor/payroll record keeping, and equipment. Public Works determined that the proposed pricing is reasonable for the requested services. Public Works also notified the applicable labor unions, Service Employees International Union Local 721 and American Federation of State, County, and Municipal Employees Local 119, of the solicitation.

Public Works has reviewed available resources to assess the proposed contractor's past performance, history of Labor Law violations, and prior performance on County contracts.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

The award of the contract will ensure continued services without disruption to the public and will not result in the displacement of any County employees as the services are currently performed by the private sector.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Transportation Planning and Programs Division.

Respectfully submitted,



MARK PESTRELLA, PE

Director

MP:SK:yr

Enclosures

c: Chief Executive Office (Christine Frias, Cynthia Zapata)
County Counsel
Executive Office, Board of Supervisors
Internal Services (Contracts Division)

ENCLOSURE

SERVICE CONTRACT
TRANSPORTATION CORE SERVICE AREA
AWARD OF SERVICE CONTRACT
TOPANGA CANYON BEACH BUS SHUTTLE SERVICES
(SUPERVISORIAL DISTRICT 3)
(3-VOTES)

This Board letter has large enclosures.
Click on the link below to access:

Topanga Canyon Beach Bus Shuttle Services (Enc. FTP Link)