



Board of Supervisors Operations Cluster Agenda Review Meeting

DATE: April 10, 2024

TIME: 2:00 p.m. – 4:00 p.m.

MEETING CHAIR: John Leonard, 3rd Supervisorial District

CEO MEETING FACILITATOR: Thomas Luscombe

This meeting will be held in a hybrid format which allows the public to participate virtually, or in-person, as permitted under the Board of Supervisors' March 19, 2024 order.

To participate in this meeting in-person, the meeting location is:

Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012
Room 374-A

To participate in this meeting virtually, please call teleconference number

1 (323) 776-6996 and enter the following 439827168# or [Click here to join the meeting](#)

Teams Meeting ID: 261 988 418 429

Passcode: PDSfQN

Members of the Public may address the Operations Cluster on any agenda item during General Public Comment.

The meeting chair will determine the amount of time allowed for each item.

THIS TELECONFERENCE WILL BE MUTED FOR ALL CALLERS. PLEASE DIAL *6 TO UNMUTE YOUR PHONE WHEN IT IS YOUR TIME TO SPEAK.

1. CALL TO ORDER

2. GENERAL PUBLIC COMMENT

3. DISCUSSION ITEM(S):

A) Board Memo:

ADVANCE NOTICE OF INTENT TO NEGOTIATE A SOLE SOURCE EXTENSION WITH RTZ ASSOCIATES, INC. TO FACILITATE A NEW AGREEMENT
AD/CIO - Mariella Freire-Reyes, Assistant Director

- B) Board Letter:
REQUEST TO EXECUTE A SOLE SOURCE AMENDMENT TO EXTEND
CONTRACT WITH CITIBANK, N.A. FOR INVESTMENT CUSTODY AND
SECURITIES LENDING SERVICES
TTC - Elizabeth Buenrostro Ginsberg, Chief Deputy,
Damia J. Johnson, Assistant Treasurer and Tax Collector and
Jennifer Koai, Operations Chief

4. PRESENTATION ITEM(S):

None available.

5. NOTICE OF CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION

(Paragraph (2) of subdivision (d) of Government Code Section 54956.9)

Significant exposure to litigation (one case).

6. ADJOURNMENT

UPCOMING ITEM(S) FOR APRIL 17, 2024:

- A) CEO/CLASS - COUNTYWIDE CLASSIFICATION/COMPENSATION ACTIONS
- B) TTC - REFUNDING OF COUNTY IMPROVEMENT NO. 2659-M
(SHRODE AVENUE SEWER PROJECT)
1911 ACT LIMITED OBLIGATION IMPROVEMENT BONDS AND LEVYING
REASSESSMENTS
- C) CEO/OPS – OPERATIONS 2024-25 RECOMMENDED BUDGET PRESENTATION

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	4/10/2024
BOARD MEETING DATE	N/A
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th <input type="checkbox"/> 5 th
DEPARTMENT(S)	Aging and Disabilities (AD)
SUBJECT	Advance Notice of Intent to Negotiate a Sole Source Extension with RTZ Associates, Inc. to Facilitate a New Agreement
PROGRAM	Area Agency on Aging (AAA) Solution Agreement (a client and data management system aka Getcare System)
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
SOLE SOURCE CONTRACT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Sole Source Amendment
DEADLINES/ TIME CONSTRAINTS	In accordance with Board policy 5.100 (Sole Source Contracts), AD is notifying your Board of our intent to amend the AAA Solution Agreement with RTZ for the provision of its Getcare system to extend the term on a sole source basis. The current Agreement expires on 9/09/24, and there are no optional renewals available.
COST & FUNDING	The cost for the proposed extended term is yet to be determined as AD has not entered negotiations with RTZ. The current maximum Agreement term from the project's inception is \$3,304,180. TERMS (if applicable) The anticipated extended term will be for one (1) year with one (1) optional year and six (6) month-to-month extensions, effective 9/10/24.
PURPOSE OF REQUEST	AD is requesting a term extension to complete the Request for Proposals (RFP) solicitation process currently underway. This includes awarding, negotiating, and executing a successor agreement, and implementing a replacement system should a new contractor be selected. The RFP process is expected to be completed by October 2024, and AD plans to seek Board approval of an agreement by December 2024.
BACKGROUND (Include internal/external issues that may exist including any related motions)	The GetCare system is a proprietary system owned and operated by RTZ. As AD pursues a new replacement system, there is an operational need to continue utilizing the RTZ system for automated data collection and reporting for AAA services to evaluate program performance and make improvements, and to meet State and mandated reporting requirements. Should a new vendor system be selected, AD would require RTZ assistance to plan and execute the transition to the new system that minimizes disruptions to AD's operations and the delivery of services. RTZ would support the successful migration of Personally Identifiable Information (PII)/Protected Health Information (PHI) data from the existing GetCare system to the new system, ensuring that data integrity and security are maintained throughout the migration process. Also, RTZ's GetCare system would serve as backup in case the new system transition encounters unexpected changes.
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain how:
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please state which one(s) and explain how
DEPARTMENTAL CONTACTS	Name, Title, Phone # & Email: Ashley Liang, Exec. Assistant, at ALiang@ad.lacounty.gov or at (213) 880-4158



April 10, 2024

BOARD OF SUPERVISORS

Hilda L. Solis

Holly J. Mitchell

Lindsey P. Horvath

Janice Hahn

Kathryn Barger

TO: Supervisor Lindsey P. Horvath, Chair
Supervisor Hilda L. Solis
Supervisor Holly J. Mitchell
Supervisor Janice Hahn
Supervisor Kathryn Barger

EXECUTIVE LEADERSHIP

Dr. Laura Trejo
Director

Lorenza C. Sánchez
Chief Deputy Director

Anna Avdalyan
Assistant Director

Winna S. Crichlow
Assistant Director

Mariella Freire-Reyes
Assistant Director

Jerrell D. Griffin
Acting Assistant Director

FROM: Dr. Laura Trejo
Director

SUBJECT: ADVANCE NOTICE OF INTENT TO NEGOTIATE A SOLE SOURCE EXTENSION WITH RTZ ASSOCIATES, INC. TO FACILITATE A NEW AGREEMENT

This is to provide the Board advanced notification that Aging and Disabilities (AD) intends to negotiate a sole source amendment, in compliance with Board Policy 5.100, to extend an existing agreement with RTZ Associates, Inc. (RTZ) for an additional one (1) year with one (1) year optional renewal and six (6) month-to-month extensions for provisioning of its GetCare system, which automates data collection, reporting, and tracking of the Department’s Area Agency on Aging (AAA) program services. Board Policy No. 5.100 requires written notice of a department’s intent to enter into sole source negotiations for extension of a Board-approved agreement at least six (6) months prior to the agreement’s expiration date.

The current Agreement will expire on September 9, 2024, and the sole source amendment will allow for continued operation of the GetCare system and enable AD enough time to complete a Request for Proposal (RFP) solicitation, to award, negotiate and execute a successor agreement, and to implement a replacement system. Currently, development of the RFP is underway, and the solicitation process is expected to be completed by October 2024. AD plans to seek Board approval of an agreement by December 2024.

There will be no impact to the County General Fund as the funding for the system is provided by the Older Americans Act, Title IIIB Supportive Services.

Background

The RTZ Agreement was awarded in October 2012 after a competitive solicitation. On February 19, 2013, the Board authorized the then Director of Workforce Development, Aging and Community Services (WDACS) to finalize and execute an Agreement with RTZ for the provision of its GetCare system for AAA data collection and reporting for a term of four (4) years and two (2) optional one-year term extensions.

Dawanna Lawrence
Interim Administrative Deputy II

Ivan Pacheco
Chief Information Officer

GET IN TOUCH

510 S. Vermont Avenue, Suite 1100
Los Angeles, CA 90020
ad.lacounty.gov
info@ad.lacounty.gov

Aging & Adult Information & Assistance Line:
(800) 510-2020

Report Elder Abuse:
(877) 477-3646

Community & Senior Centers:
(800) 689-8514

Disability Information &
Access Line:
(888) 677-1199



WDACS executed the Agreement on March 6, 2013, with final acceptance of the system on September 10, 2014. The Board subsequently delegated authority to AD to execute a sole source amendment with RTZ, effective September 10, 2020, for a term of one (1) year with three (3) optional renewals. The current maximum Agreement sum is \$3,304,180.

The GetCare system is utilized by 500 end users comprised of AD staff and 50 contract services providers. It supports AD's AAA data collection and reporting operations within the County in compliance with California Department of Aging (CDA) guidelines and enables real time tracking of consumers and services from contracted AAA service providers used to evaluate program performance and make program improvements. In Fiscal Year 2022-23, the system was used to help over 42,300 older adults, family caregivers and persons with disabilities with over 4.5 million units of service. These services included the Elderly Nutrition Program, Family Caregiver Support Program, Supportive Services Program, Legal Services Program, and Evidence-Based Health Promotion program.

In September 2020, CDA initiated the Customers Holistic Aging Relationship Management (CHARM) project to acquire and implement a statewide system that all State AAAs and Aging and Disability Resource Connections programs can use for data sharing, analytics and reporting with CDA. The long-term goal of the project was intended to replace local AAA systems such as GetCare. In CDA's January 2024 Q&A document released to all State AAAs, CDA confirmed that they are working towards developing detailed CHARM requirements. As a result, CDA has informed State AAAs that they should continue with their existing systems and contractual arrangements and not wait for the CDA statewide system.

Justification

1. The GetCare system is a proprietary system owned and operated by RTZ. As AD pursues a new replacement system, there is an operational need to continue utilizing the RTZ system for automated data collection and reporting for AAA services to evaluate program performance and make improvements, and to meet State and mandated reporting requirements. The alternative to a sole source amendment would be using a challenging manual, time-consuming, resource intensive data collection, validation and reporting process that may impact AD program management activities and timely reporting to CDA. Additionally, the system's absence would disrupt services to older adults (age 60 and older) as Getcare ensures there is no duplication of client services and remains critical to the case management of these vulnerable clients from intake to service delivery.
2. Should a new vendor system be selected, AD would require RTZ assistance to plan and execute the transition to the new system that minimizes disruptions to AD's operations and the delivery of services. RTZ would support the successful migration of Personally Identifiable Information (PII)/Protected Health Information (PHI) data from the existing GetCare system to the new system, ensuring that data integrity and security are maintained throughout the migration process. Also, RTZ's GetCare system would serve as backup in case the new system transition encounters unexpected changes.

Conclusion

AD will proceed with the extension agreement with RTZ as described herein, unless otherwise instructed by your Board. If no objection is received from the Board, we will work with County Counsel

Each Supervisor
April 10, 2024
Page 3 of 3

to prepare an amendment with RTZ and will return to the Board for approval of the amendment. This memorandum has been reviewed and approved as to form by County Counsel and the Office of Chief Information Officer.

If you have any questions or require additional information, please contact me directly, or your staff may contact Ms. Ashley Liang, Executive Assistant, at (213) 880-4158 or by email at ALiang@ad.lacounty.gov.

LT:LCS:IP:
DL:CD:HK

C: Chief Executive Officer
County Counsel
Executive Officer of the Board of Supervisors

BOARD LETTER/MEMO CLUSTER FACT SHEET

 Board Letter

 Board Memo

 Other

CLUSTER AGENDA REVIEW DATE	04/10/2024	
BOARD MEETING DATE	04/23/2024	
SUPERVISORIAL DISTRICT AFFECTED	<input checked="" type="checkbox"/> All <input type="checkbox"/> 1st <input type="checkbox"/> 2nd <input type="checkbox"/> 3rd <input type="checkbox"/> 4th <input type="checkbox"/> 5th	
DEPARTMENT(S)	Treasurer and Tax Collector (TTC)	
SUBJECT	Approve Sole Source Amendment to Contract Number 78807, Investment Custody and Securities Lending Services Contract (ICSL), with Citibank, N.A. (Citibank).	
PROGRAM	N/A	
AUTHORIZES DELEGATED AUTHORITY TO DEPT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
SOLE SOURCE CONTRACT	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please explain why: To extend the Contract Term for current ICSL Services for one year to allow the TTC to complete the negotiation, award, and implementation of a new contract to meet this statutorily required service need.	
DEADLINES/ TIME CONSTRAINTS	05/31/2024	
COST & FUNDING	Total cost: \$250,000	Funding source: Departmental Budget
	TERMS (if applicable): The Contract Term is three years with three additional one-year options and the TTC is in the third of the three option years of the Contract. The Contract will be extended by one additional option year to May 31, 2025.	
	Explanation: N/A	
PURPOSE OF REQUEST	This request is to authorize the TTC to execute a Contract Amendment with Citibank, to extend the Contract Term for ICSL Services for one additional one-year option period, to enable the TTC to complete solicitation of, negotiate, award, and implement a new contract to meet this service need.	
BACKGROUND (include internal/external issues that may exist including any related motions)	TTC entered into a Contract with Citibank on June 1, 2018, for ICSL Services. The TTC requires these services to transact, safekeep, and manage the cashflow requirements of the Treasury's investments. On January 1, 2024, the Board of Supervisors approved the TTC's Notice of Intent to Negotiate a Sole Source Amendment with Citibank.	
EQUITY INDEX OR LENS WAS UTILIZED	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please explain how:	
SUPPORTS ONE OF THE NINE BOARD PRIORITIES	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, please state which one(s) and explain how:	
DEPARTMENTAL CONTACTS	Name, Title, Phone # and Email: <ul style="list-style-type: none"> • Elizabeth Buenrostro Ginsberg, Chief Deputy Treasurer and Tax Collector, (213) 974-0703 eginsberg@ttc.lacounty.gov • Damia J. Johnson, Assistant Treasurer and Tax Collector, (213) 974-2139, djohnson@ttc.lacounty.gov. • Jennifer Koai, Operations Chief, (213) 974-3385, jkoai@ttc.lacounty.gov. 	



KEITH KNOX
TREASURER AND TAX COLLECTOR

COUNTY OF LOS ANGELES TREASURER AND TAX COLLECTOR

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 437, Los Angeles, California 90012
Telephone: (213) 974-2101 Fax: (213) 626-1812
ttc.lacounty.gov and propertytax.lacounty.gov

Board of Supervisors
HILDA L. SOLIS
First District
HOLLY J. MITCHELL
Second District
LINDSEY P. HORVATH
Third District
JANICE HAHN
Fourth District
KATHRYN BARGER
Fifth District

April 23, 2024

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

Dear Supervisors:

**REQUEST TO EXECUTE A SOLE SOURCE AMENDMENT
TO EXTEND CONTRACT WITH CITIBANK, N.A.
FOR INVESTMENT CUSTODY AND SECURITIES LENDING SERVICES
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

The recommended action is to authorize the Department of Treasurer and Tax Collector (TTC) to execute a sole source Amendment (Amendment) to Contract Number 78807 (Contract) with Citibank, N.A. (Citibank) for Investment Custody and Securities Lending (ICSL) Services. The Amendment will extend the current term of the Contract, which expires on May 31, 2024, to allow the TTC to complete solicitation of, negotiate, award, and implement a new contract to meet this service need.

IT IS RECOMMENDED THAT THE BOARD:

1. Delegate authority to the Treasurer and Tax Collector, or their designee, to execute the attached Amendment Number Four (Attachment I) to Contract Number 78807 with Citibank for ICSL Services, extending the Contract Term for an additional one-year option period from June 1, 2024, through May 31, 2025, with an annual contract amount not to exceed \$250,000.
2. Delegate authority to the Treasurer and Tax Collector, or their designee, to: (i) add, delete, and/or revise certain terms and conditions as required under federal, or state, or local law or regulation, or as required by the Board and/or Chief Executive Office (CEO); (ii) approve assignment and delegation of the contract, resulting from acquisitions, mergers, or other changes in ownership; (iii) make changes to the Statement of Work, as operationally necessary; and (iv) terminate the Contract for convenience, with all actions subject to prior approval as to form by County Counsel.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The TTC, in its capacity as County of Los Angeles' (County) Treasurer, is statutorily authorized and responsible for the investment and accountability of public funds within its control. This includes County funds as well as funds of other depositors, including the Sanitation Districts, the Metropolitan Transportation Authority, the South Coast Air Quality Management District, and certain other municipal agencies. Collectively, these funds are known as the "Treasury." The Treasury invests excess funds on a daily basis to ensure the safety of principal, provide sufficient cash to meet disbursement needs, and achieve a return. The TTC requires investment custody services to transact, safekeep, and manage the cashflow requirements of the Treasury's investments.

The Amendment to extend the term of the Contract with Citibank is necessary for TTC to continue utilizing ICSL Services in fulfilling its responsibilities of maintaining custody and safekeeping Treasury assets while the TTC completes solicitation, negotiation, award, and implementation of a new contract to meet this service need.

Implementation of Strategic Plan Goals

The recommendations support the County Strategic Plan Strategy III.3 – Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability.

FISCAL IMPACT/FINANCING

The cost for extending the Contract term for one additional year will not exceed \$250,000. An appropriation of \$250,000 for this service has been included in the Fiscal Year 2024-25 Budget. The cost of this service is considered part of Treasury Management Expense, and is netted from interest earnings prior to distribution, as authorized per California Government Code Section 27013.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On May 1, 2018, the Board approved Contract Number 78807 with Citibank. The Contract was for an initial three-year period commencing on June 1, 2018, with three additional one-year periods, for a maximum contract term of six years, expiring on May 31, 2024. The Contract is now in its third and final option year.

The recommended Amendment will continue the Contract's current requirements and conditions through May 31, 2025. Pursuant to the Amendment, Citibank will continue to provide investment custody services to transact, safekeep, and manage the cashflow requirements of the Treasury's investments.

County Counsel has reviewed and approved the Amendment as to form.

CONTRACTING PROCESS

In August 2017, TTC issued a competitive solicitation for the provision of ICSL Services for the Treasury and Citibank was selected. On May 1, 2018, the Board authorized a contract with Citibank for a three-year term commencing on June 1, 2018, with three optional one-year extensions. The Contract is set to expire on May 31, 2024.

In accordance with your Board's Policy Number 5.100, Sole Source Contracts and Amendments, a Notice of Intent to Negotiate Sole Source Contract Extension was delivered to your Board on December 1, 2023. After four weeks, the TTC began negotiations with Citibank in January 2024 to extend the existing Contract to ensure continuity of services.

The required Sole Source Checklist approved by the CEO is attached to this Board letter as Attachment II.

On July 21, 2023, the TTC issued a new competitive solicitation for the provision of ICSL Services. The Contract extension will allow TTC time to complete negotiation, award, and implementation of a new contract to meet this critical service need without disruption. TTC anticipates awarding a contract by December 2024.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will ensure that TTC can continue safekeeping Treasury assets without disruption during the negotiation and implementation of the new ICSL Services contract.

Respectfully submitted,

KEITH KNOX
Treasurer and Tax Collector

KK:EBG:DJJ:VN:MV:lac

c: Chief Executive Officer
Interim Executive Officer, Board of Supervisors
County Counsel

SOLE SOURCE CHECKLIST

Department Name: _____

- New Sole Source Contract
- Sole Source Amendment to Existing Contract

Date Existing Contract First Approved: _____

Check (✓)	JUSTIFICATION FOR SOLE SOURCE CONTRACTS AND AMENDMENTS Identify applicable justification and provide documentation for each checked item.
	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>“Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist.”</i>
	➤ Compliance with applicable statutory and/or regulatory provisions.
	➤ Compliance with State and/or federal programmatic requirements.
	➤ Services provided by other public or County-related entities.
	➤ Services are needed to address an emergent or related time-sensitive need.
	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
	➤ It is in the best economic interest of the County (e.g., significant costs and time to replace an existing system or infrastructure, administrative cost and time savings and excessive learning curve for a new service provider, etc.). In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

Chief Executive Office

Date

**AMENDMENT NUMBER FOUR
TO CONTRACT NUMBER 78807
FOR INVESTMENT CUSTODY AND SECURITIES LENDING SERVICES**

This Amendment Number Four to Contract Number 78807 (Amendment Number Four) is made and entered into this ___ day of _____, 2024, by and between the County of Los Angeles, herein referred to as County, and Citibank, N.A., hereinafter referred to as Contractor, and is effective as set forth above and based on the following recitals:

RECITALS

WHEREAS, on May 1, 2018, the County and the Contractor entered into Contract Number 78807 (Contract) to provide Investment Custody and Securities Lending Services; and

WHEREAS, pursuant to Paragraph 8.0, Standard Terms and Conditions, Subparagraph 8.1, Change Notices and Amendments, Subparagraph 8.1.3, the parties hereto are executing this Amendment Number Four to revise Paragraph 4.0, Term of Contract, Subparagraph 4.2, by adding an additional one-year option period to the Contract Term increasing the total option periods to four additional one-year periods, and exercising that option extending the term to May 31, 2025; and

NOW THEREFORE, pursuant to Paragraph 4.0, Term of Contract, Subparagraph 4.2, and Paragraph 8.0, Standard Terms and Conditions, Subparagraph 8.1, Change Notices and Amendments, Subparagraph 8.1.3 and Subparagraph 8.1.4, of the Contract, and in consideration of the foregoing recitals and mutual promises, covenants and conditions contained herein, the County and the Contractor hereby agree that the Contract is amended as follows:

CONTRACT

1. The County exercises its fourth one-year extension, extending the term of the Contract to May 31, 2025.
2. Contract, Paragraph 4.0, Term of Contract, is amended to delete existing Subparagraph 4.2 in its entirety and replace with new Subparagraph 4.2 in the Contract as follows:

4.0 TERM OF CONTRACT

- 4.2** After the initial term, the County has the sole option to extend the Contract Term for up to four additional one-year periods, for a maximum total Contract Term of seven years. The County may exercise each such extension option at its sole discretion. In the event the County desires to renew the Contract by exercising an option term, the County will provide Contractor with a written notice of intent to renew the Contract 30 calendar days prior to the expiration of the then current term of the Contract. The

option to renew will be set forth in writing, as provided in Subparagraph 8.1, Change Notices and Amendments in this Contract.

3. Exhibit E, County's Administration, is amended to delete existing Exhibit E, County's Administration, in its entirety and replace with new Exhibit E, County's Administration, in the Contract.
4. Exhibit F, Contractor's Administration, is amended to delete existing Exhibit F, Contractor's Administration, in its entirety and replace with new Exhibit F, Contractor's Administration, in the Contract.
5. Except as expressly provided in this Amendment Number Four, all other terms and conditions of the Contract will remain the same and in full force and effect.
6. This Amendment Number Four may be executed in one or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

/

/

/

/

/

/

/

/

/

/

/

/

/

/

/

/

IN WITNESS WHEREOF, the Contractor and the County, by order of its Board of Supervisors, has caused this Amendment Number Four to be executed on its behalf, as of the day, month, and year first above written.

COUNTY OF LOS ANGELES

By _____
KEITH KNOX
Treasurer and Tax Collector

CITIBANK, N.A.

By _____
GARY D. SCHNEIDER
Managing Director

APPROVED AS TO FORM:

DAWYN R. HARRISON
County Counsel

By _____
DEBBIE CHO
Senior Deputy County Counsel

_____ Date

EXHIBITS TO THE CONTRACT

EXHIBIT E

COUNTY'S ADMINISTRATION

CONTRACT NO. 78807

COUNTY CONTRACT ADMINISTRATOR:

Name: Damia J. Johnson
Title: Assistant Treasurer and Tax Collector
Address: 500 West Temple Street, Room 462
Los Angeles, CA 90012
Telephone: (213) 974-2139
Facsimile: (213) 626-1701
E-Mail Address: djohnson@ttc.lacounty.gov

COUNTY CONTRACT MANAGER:

Name: Jennifer Koai
Title: Operations Chief
Address: 500 West Temple Street, Room 462
Los Angeles, CA 90012
Telephone: (213) 974-3385
Facsimile: (213) 626-1701
E-Mail Address: jkoai@ttc.lacounty.gov

COUNTY CONTRACT MONITOR:

Name: Marivic Liwag
Title: Assistant Operations Chief
Address: 500 West Temple Street, Room 462
Los Angeles, CA 90012
Telephone: (213) 584-1252
Facsimile: (213) 626-1701
E-Mail Address: mliwag@ttc.lacounty.gov

EXHIBITS TO THE CONTRACT

EXHIBIT E

COUNTY'S ADMINISTRATION

COUNTY DEPARTMENTAL CHIEF INFORMATION OFFICER (DCIO):

Name: Matthew Der
Title: Departmental Chief Information Officer
Address: 500 West Temple Street, Room 409
Los Angeles, CA 90012
Telephone: (213) 866-5783
Facsimile: (213) 217-4974
E-Mail Address: mders@ttc.lacounty.gov

COUNTY DEPARTMENTAL INFORMATION SECURITY OFFICER (DISO):

Name: Chamnan So
Title: Departmental Information Security Officer
Address: 500 West Temple Street, Room 409
Los Angeles, CA 90012
Telephone: (213) 584-1484
Facsimile: (213) 217-4974
E-Mail Address: cso@ttc.lacounty.gov

EXHIBITS TO THE CONTRACT

EXHIBIT F

CONTRACTOR'S ADMINISTRATION

CONTRACTOR'S NAME: CITIBANK, N.A.

CONTRACT NO: 78807

CONTRACTOR'S CONTRACT ADMINISTRATOR:

Name: Andy Taylor
Title: Managing Director
Address: 1921 Freedom Drive, Suite 850
Reston, VA 20190
Telephone: (703) 234-7313
Facsimile: (866) 829-8380
E-Mail Address: Andy1.Taylor@citi.com

CONTRACTOR'S CONTRACT MANAGER:

Name: Gary D. Schneider
Title: Managing Director
Address: 1921 Freedom Drive, Suite 850
Reston, VA 20190
Telephone: (703) 234-7311
Facsimile: (866) 829-8380
E-Mail Address: Gary.D.Schneider@citi.com

ALTERNATE CONTRACTOR'S CONTRACT MANAGER:

Name: Erin Means-Reynoso
Title: Vice President
Address: One Sansome Street, 25th Floor
San Francisco, CA 94104
Telephone: (347) 510-7610
Facsimile: (866) 570-6185
E-Mail Address: erin.meansreynoso@citi.com

EXHIBITS TO THE CONTRACT

EXHIBIT F

CONTRACTOR'S ADMINISTRATION

CONTRACTOR'S FINANCIAL MANAGER:

Name: Deborah Mercer-Miller
Title: Director
Address: 390 Greenwich Street, 3rd Floor
New York, NY 10013
Telephone: (212) 829-6861
Facsimile: (212) 816-6979
E-Mail Address: deborah.mercermiller@citi.com

CONTRACTOR'S AUTHORIZED OFFICIAL(S)

Name: Gary D. Schneider
Title: Managing Director
Address: 1921 Freedom Drive, Suite 850
Reston, VA 20190
Telephone: (703) 234-7311
Facsimile: (866) 829-8380
E-Mail Address: Gary.D.Schneider@citi.com

Name: Deborah Mercer-Miller
Title: Director
Address: 390 Greenwich Street, 3rd Floor
New York, NY 10013
Telephone: (212) 829-6861
Facsimile: (212) 816-6979
E-Mail Address: deborah.mercermiller@citi.com

Name: Andy Taylor
Title: Managing Director
Address: 1921 Freedom Drive, Suite 850
Reston, VA 20190
Telephone: (703) 234-7313
Facsimile: (866) 829-8380
E-Mail Address: Andy1.Taylor@citi.com

EXHIBITS TO THE CONTRACT
EXHIBIT F
CONTRACTOR'S ADMINISTRATION

Notices to Contractor shall be sent to the following:

Name: Andy Taylor
Title: Managing Director
Address: 1921 Freedom Drive, Suite 850
Reston, VA 20190
Telephone: (703) 234-7313
Facsimile: (866) 829-8380
E-Mail Address: Andy1.taylor@citi.com