

**FIRST AMENDMENT TO  
AGREEMENT FOR TRANSIT SERVICES  
BETWEEN THE CITY OF THOUSAND OAKS  
AND COUNTY OF VENTURA**

**Contract 12085-2019**

THIS FIRST AMENDMENT to the agreement for Transit Services entered into between the **CITY OF THOUSAND OAKS**, a municipal corporation (hereinafter referred to as "City"), and **COUNTY OF VENTURA** (hereinafter referred to as "County") and dated June 25, 2019, is made this 20<sup>th</sup> day of June 2023.

**RECITALS**

- A. Contract 12085-2019 was intended to run concurrently with the City's contract for Transit Operations Services with MV Transportation, Inc., Contract 12072-2019 ("Base Contract").
- B. Base Contract was for a four-year period ending June 30, 2023, and permits up to two, two-year extensions.
- C. As allowed by contract, the City and Contractor have mutually agreed to extend the Base Contract by two years to June 30, 2025.
- D. Increased wages and labor market forces have impacted the local labor market and existing contract specified wages are below current market for similar agencies and positions.
- E. To remain competitive with other local operators and attract qualified staff, Contractor needs to increase wages, at increased cost to the Contractor, resulting in rates higher than currently approved.
- F. In addition, the parties have revised the billing method for Management Fees and are in need of memorializing those changes.
- G. City and County wish to make the above referenced amendments to the Contract while keeping all other terms intact.

## AGREEMENT TO AMEND

NOW, THEREFORE, the undersigned parties to Contract agree to amend Contract as described below:

Part 1. The City and County agree to extend contract 12085-2019 for two years and Section 5 of the Contract is hereby amended to reflect a new termination date of June 30, 2025.

Part 2. Exhibit B, Schedule of Fees, is hereby replaced with a new Exhibit B-1, Revised Schedule of Fees, attached hereto and incorporated herein by reference.

Part 3. All terms used in Part 1 and 2 above shall have the meanings ascribed thereto in Contract. Except as amended in Part 1 and 2 above, all other sections, terms, obligations, duties, clauses, and provisions of Contract as written and previously amended, shall remain the same.

IN WITNESS WHEREOF, the parties execute this First Amendment to Contract as of the date set forth above.

**COUNTY OF VENTURA**

  
\_\_\_\_\_  
Chair, Board of Supervisors  
County of Ventura

**CITY OF THOUSAND OAKS**

\_\_\_\_\_  
Kevin McNamee, Mayor

**ATTEST:**

Clerk of the Board of Supervisors  
County of Ventura, State of California

By:   
\_\_\_\_\_  
Deputy Clerk of the Board



\_\_\_\_\_  
Laura B. Maguire, City Clerk

**APPROVED AS TO  
ADMINISTRATION:**

\_\_\_\_\_  
Andrew P. Powers, City Manager

**APPROVED BY DEPARTMENT  
HEAD:**

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Clifford G. Finley  
Public Works Director

**APPROVED AS TO FORM:**  
Office of the City Attorney

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Tracy Friedl  
Assistant City Attorney

*The presence of electronic signature certifies that the foregoing is a true and correct copy as approved by the City of Thousand Oaks City Council on the date cited above.*

**EXHIBIT B-1**

## **REVISED SCHEDULE OF FEES**

Billing shall be calculated on a revenue hour basis based on a revenue hour calculation according to National Transportation Database definition of “revenue hour” as exists on July 1, 2019. In addition to revenue hour expenses, fuel, and vehicle leases (if applicable), City shall bill an annual “Management Fee” (see below). Additionally, bonus payments of up to two percent of revenue hour billings may be earned by contractor for exceptional service. Bonus payment earned by contractor will be billed by City to County at the rate earned, 0.5 – 2.0 percent, on a proportional basis, as a separate line item.

Contract Extension Year One (July 1, 2023 – June 30, 2024):

\$140.11 - MV billing rate per revenue hour. Calculation of billable hours shall be to two decimal places.

Contract Extension Year Two (July 1, 2024 – June 30, 2025):

Year one rate plus CPI adjustment of not less than three and not more than five percent.

Calculation of billable hours shall be to two decimal places.

Costs for fuel and vehicles leases shall be at “billed” charges by the contractor and/or the City’s Fleet Division including all usual and customary markups paid by the transit program.

City shall charge an annual Management Fee. Management Fee shall consist of wage and benefit charges for staff management and billing, proportional shares of Maintenance and Operations costs at the Transportation Center and Municipal Service Center and Cost Allocation expenses, billed on a proportional basis by billed hours for all fixed route transit programs operated by Thousand Oaks Transit.

Billing of Management Fees will be done at fiscal year-end, as part of June invoicing. Costs are estimated only and are subject to change. Should the expected year-end costs exceed twenty percent of the estimate below, County shall be notified by City as soon as reasonably practical.

### **Management Fees - FY 23-24 (estimated)**

	<b>Rate</b>	<b>Quantity</b>	<b>Unit</b>	<b>Total Cost</b>
Transit Program Manager (2.5% FTE)	\$86.67	52	Hours	\$ 4,517.24
Assistant Transit Planner (1.25% FTE)	\$58.18	26	Hours	\$ 1,512.68
Accounting Specialist (1.25% FTE)	\$53.60	26	Hours	\$ 1,393.60
Maintenance & Operations (TOTC)	\$155,271	5.23%	-	\$ 8,120.67
Maintenance & Operations (Misc.)	\$ 19,876	8.79%	-	\$ 1,747.10
Cost Allocation/Insurance (Other Bus Services)	\$ 43,065	31.4%	-	\$13,518.10
<b>Staff and Direct Costs</b>				<b>\$30,809.40</b>

Optional Work as described in Exhibit "A" shall be charged at a mutually agreed upon price at the time the work is requested, up to a total of \$5,000 per contract year. Optional work beyond that figure will require a formal amendment of the Agreement's not-to-exceed amount.

In the event Liquidated Damages are levied for failure to meet required Performance Measures, County shall be entitled to a credit on their next monthly invoice equal to their proportional share the Liquidated Damages levied and collected by the City.