

BOARD REPORT
CITY OF LOS ANGELES
DEPARTMENT OF TRANSPORTATION

Date: May 9, 2019 P7X
To: Board of Transportation Commissioners
From: Seleta J. Reynolds, General Manager
Subject: RECOMMEND APPROVAL OF THE APPLICATION OF ASSIST TRANSIT LLC DBA ASSIST TRANSIT FOR TWO UNRESTRICTED NON-AMBULATORY PASSENGER VEHICLE PERMITS

RECOMMENDATIONS

That your Board:

- a. **Find** that Assist Transit LLC dba Assist Transit, based upon evidence of patients in need of transportation; public convenience and necessity, requires the operation of two unrestricted non-ambulatory passenger vehicles.
- b. **Grant** two unrestricted non-ambulatory passenger vehicle permits to Assist Transit LLC dba Assist Transit contingent upon:
 1. The applicant filing with the Department in such form as the Department requires and thereafter, keeping in full force and effect a policy of automobile liability insurance acceptable to the City Attorney and the City Risk Manager;
 2. The drivers and attendants obtaining the required permits;
 3. The applicant obtaining commercial or exempt registration for the vehicles;
 4. The vehicles passing Department inspection;
 5. The applicant complying with all Board rules and regulations and City ordinances pertaining to the operation of non-ambulatory passenger vehicles;
 6. The applicant charging only those rates for non-ambulatory passenger vehicle service as set forth in Board Order No. 602 (Ordinance No. 182,502) and successor regulations; and
 7. The vehicles must be placed into service within 120 days after the Board of Transportation Commissioners' (Board) approval, or such authority shall become invalid. Upon written request and for good cause, the Department in its discretion, may grant an extension of time beyond the initial 120-day period after Board approval. Any request for an extension beyond the initial deadline date must be received prior to the

120-day deadline. Furthermore, if an extension is granted, only one extension may be allowed per application.

INITIATED BY

On March 19, 2019, the Department received an application from Vincent Alfonso De Guzman Tinio, President of Assist Transit LLC dba Assist Transit, 19360 Rinaldi Street, Suite 266, Porter Ranch, California 91326, requesting two non-ambulatory passenger vehicle permits to be used for wheelchair van service (Attachment 1). On April 23, 2019, Mr. Tinio submitted additional documents needed to complete the application.

DISCUSSION

Assist Transit is not currently authorized by the Board to operate any vehicles for hire in the City of Los Angeles.

The history of Assist Transit's business is as follows: On November 11, 2018, the Articles of Organization were filed with the California Secretary of State establishing Assist Transit LLC (Attachment 2). A Statement of Information (Limited Liability Company) was filed with the California Secretary of State on January 2, 2019, naming Lani Vasallo Tinio as Manager (Attachment 3). On December 13, 2018, Assist Transit LLC filed a Fictitious Business Name Statement with the Los Angeles County Clerk to do business as Assist Transit (Attachment 4). Vincent Alfonso De Guzman Tinio and Lani Vasallo Tinio are the shareholders of the company.

Public Convenience and Necessity

The application of Assist Transit was evaluated against Section 2 of the Guidelines for Establishing Public Convenience and Necessity as established by the Board on August 11, 2005, for applicants with no unrestricted non-ambulatory passenger vehicle permits (Attachment 5).

- a. Experience – The resume of Wanda Mayfield, General Manager of Assist Transit was submitted. The applicant states that she was the general manager of American Professional Ambulance between January 2003 and December 2017. Her resume also states that she coordinated operation development, monitored dispatching, managed medical transportation contracts, hired and trained the employees, and supervised billings.
- b. Background Check – A background check was conducted on the owners and general manager of Assist Transit and no disqualifying criminal history was found as listed in Board Order No. 600.
- c. Financial Capability – The applicant submitted the Department of Motor Vehicle's registration for two non-ambulatory passenger vehicles. The applicant also submitted financial documents showing that the company demonstrates sufficient liquid assets to support the request for two non-ambulatory passenger vehicle permits.
- d. Reason for Requesting Permits – The applicant states that through their research there are increasing patients residing at assisted living facilities as well as hospice patients who need medical transportation in the City of Los Angeles.

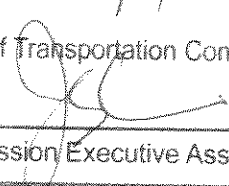
- e. Impact on Existing Transportation Providers – The applicant states that there will not be any negative impact on existing transportation providers. It will also allow other existing providers to be released from their overwhelming schedules.

- f. Description of Public Benefit – The applicant states that they will offer same-day wheelchair medical transportation service to benefit the seniors and disabled patients. Currently, patients must preschedule an appointment with wheelchair transportation providers at least a couple weeks in advance.

- g. Business Plan – The applicant submitted a business plan that includes the company’s days and hours of operation, dispatching procedures, employee training plans, affirmative action policy, method of monitoring the quality of service, and emergency procedures. The hours of operation for the transportation service are Monday through Friday, from 8 a.m. to 6 p.m.

There is no documented evidence of illegal operation by Assist Transit LLC in the City of Los Angeles in the past 12 months.

B19-014.isk
Attachments

Approved: 5/9/2019
Board of Transportation Commissioners

Commission Executive Assistant

