



**HOUSING AUTHORITY  
of the County of Los Angeles**

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**Yvonne Brathwaite Burke**  
— **Zev Yaroslavsky**  
**Don Knabe**  
**Michael D. Antonovich**  
Commissioners

**Carlos Jackson**  
Executive Director

May 2, 2006

Honorable Board of Commissioners  
Housing Authority of the  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Commissioners:

**APPROVE THE PURCHASE OF APPLIANCES FOR NINE HOUSING  
DEVELOPMENTS (ALL DISTRICTS) (3 Vote)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

Approve and authorize the Executive Director of the Housing Authority to execute a Purchase Order with General Electric Company for the purchase of 461 refrigerators, 580 ranges and 130 range hoods for nine housing developments owned or managed by the Housing Authority, identified in Attachment A; and to use for this purpose a total of \$353,784.87, comprised of \$299,963.27 in Capital Fund Program funds and \$53,821.60 in Project Based Section 8 funds allocated by the U.S. Department of Housing and Urban Development (HUD).

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:**

The purpose of this action is to provide for the replacement of refrigerators, ranges and range hoods at nine housing developments located throughout the County.

**FISCAL IMPACT/FINANCING:**

There is no impact on the County general fund. The total amount of the Purchase Order, including sales tax and delivery, will not exceed \$353,784.87, comprised of \$299,963.27 in Capital Fund Program funds and \$53,821.60 in Project Based Section 8 funds included in the Housing Authority's approved Fiscal Year 2005-2006 budget.



**FACTS AND PROVISIONS/LEGAL REQUIREMENTS:**

The Housing Authority operates 74 housing developments, consisting of 3,636 units throughout the County of Los Angeles. The Housing Authority wishes to execute a Purchase Order with General Electric Company to receive 580 ranges, 461 refrigerators and 130 range vent hoods, which will replace appliances at nine housing developments. The Housing Authority is replacing the designated ranges, refrigerators and range vent hoods because the appliances are approximately 15 years old and becoming costly to repair, as replacement parts are in short supply.

The majority of these appliances will be used in senior housing units, with the balance of the appliances being used in family units. Approximately 30 percent of senior units will be receiving an upgrade in their appliances.

Appliance deliveries will be scheduled between May 2006 and December 2006, dependent upon installation schedules.

Separate bid processes are being conducted to identify contractors to install the new appliances, and recyclers to remove the old appliances. Housing Authority personnel will assist in the installation of the appliances.

A Purchase Order will be issued following Board approval. On April 26, 2006, the Housing Commission recommended approval of this action.

**ENVIRONMENTAL DOCUMENTATION:**

Pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34(a)(3), this action is exempt from the National Environmental Policy Act (NEPA) because it involves administrative activities that will not alter existing environmental conditions. The action is not subject to the provisions of the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

**CONTRACTING PROCESS:**

On February 17, 2006 the Housing Authority initiated an outreach to identify vendors to supply replacement refrigerators, ranges and range hoods. Invitation for Bid (IFB) notices were mailed to 41 appliance sales companies and appliance manufacturer representatives included on the Housing Authority's vendors list. Announcements appeared in eight local newspapers and on the County's WebVen website. A copy of the IFB was also posted on the Housing Authority's website. As a result of the outreach, eight bid packages were requested and disbursed.

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On April 6, 2006, three bids were received and evaluated. The lowest bid, submitted by General Electric Company, was determined to be responsive and is, therefore, being recommended for the Purchase Order award. The Summary of Outreach Activities is provided in Attachment B.

**IMPACT ON CURRENT PROGRAMS:**

The new appliances will ensure dependable service for Housing Authority residents.

Respectfully submitted,

A handwritten signature in cursive script that reads "Carlos Jackson". The signature is written in black ink and is positioned above the printed name and title.

CARLOS JACKSON  
Executive Director

Attachments: 2

## ATTACHMENT A

### Housing Developments

<b>Delivery 2005/2006</b>	<b>Ranges</b>	<b>Refrigerator</b>	<b>Hoods</b>	<b>Cost per Site</b>
Lancaster Homes*	120	20		\$39,078.00
Ujima Village*	20	20	20	\$14,743.60
Carmelitos		155		\$66,276.45
South Bay Gardens	100	75	100	\$68,875.00
South Scattered Sites	75			\$20,432.25
Whittier Manor	5	5		\$ 3,301.65
Marina Manor		183		\$66,363.12
Westknoll Apartments	124			\$34,228.96
Palm Avenue Apartments	136			\$40,485.84
		<b>GRAND</b>	<b>TOTAL</b>	\$353,784.87

\*Project Based Section 8 funds

## ATTACHMENT B

### CONTRACT FOR PURCHASE OF APPLIANCES

#### Summary of Outreach Activities

On February 17 2006, the following outreach was initiated to identify qualified appliance vendors to provide refrigerators, ranges, and range vent hoods for various Housing Authority housing developments located within Los Angeles County.

#### A. Invitation for Bids (IFB) Advertising

IFB announcements appeared in the following eight local newspapers:

Eastside Sun	Los Angeles Sentinel
International Daily News	Los Angeles Times
La Opinion	The Daily News
Long Beach Press Telegram	Wave Publications Group

The announcements were posted on the County's WebVen website and the Community Development Commission/Housing Authority website.

#### B. Distribution of Bid Packets

The Housing Authority's vendor list was used to mail out the IFB to 41 appliance sales companies, of which 22 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, eight bid packets were requested and distributed.

#### C. Bid Results

Three bids were received on April 6, 2006. The lowest bid, submitted by General Electric Company, was found to be responsible and meets all the criteria set forth in the IFB. Therefore, the Housing Authority is recommending that General Electric Company provide appliances for the various housing developments. The bid results are as follows:

<u>Appliance Company</u>	<u>Total Bid Amount</u>
General Electric Company	\$ 353,784.87
Best Buy Gov, LLC	\$ 369,001.00
BAS Appliance Gallery	\$ 398,845.90

E. Minority/Female Participation – Selected Firms

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
General Electric Company	Non-Minority	Total: 9,063 936 Minorities 2,716 Women 10% Minorities 30% Women

F. Minority/Female Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Best Buy Gov, LLC	Non-Minority	Total: 3,614 204 Minorities 1,652 Women 6% Minorities 46% Women
BAS Appliance Gallery	Non-Minority	Total 62 22 Minorities 26 Women 35% Minorities 42% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.