




**ADOPTED**

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

2-D May 21, 2024

  
JEFF LEVINSON  
INTERIM EXECUTIVE OFFICER

May 21, 2024

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

Dear Commissioners:

**CONTRACTS FOR FURNITURE AND APPLIANCE WITH INSTALLATION SERVICES  
(ALL DISTRICTS) (3 VOTE)**

**SUBJECT**

This letter recommends approval of two Contracts for the purpose of providing furniture and appliance with installation services to participants who reside in rental units throughout Los Angeles County as part of the Homeless Incentive Program (HIP) administered by the Los Angeles County Development Authority (LACDA).

**IT IS RECOMMENDED THAT THE BOARD:**

1. Authorize the Executive Director or designee to execute two one-year Contracts for furniture and appliance with installation services with Paramount Mattress, Inc., and Best Home Furniture, using up to \$1,000,000 in program funds included in the LACDA's Fiscal Year 2023-2024 approved budget and 2024-2025 proposed budget, to be effective following approval as to form by County Counsel and execution of all parties.
2. Authorize the Executive Director or designee to execute amendments to the Contracts, following approval as to form by County Counsel, to extend the term for an additional four years, in one-year increments, with an annual compensation of \$1,000,000 to be shared between the two Contracts, using funds to be included in the LACDA's annual budget approval process.
3. Authorize the Executive Director or designee to amend the Contracts to modify the Statement of Work, add services as needed for unforeseen needs, and update provisions of the Contracts.
4. Authorize the Executive Director or designee, upon his determination and as necessary and

appropriate under the terms of the Contracts, to terminate either Contract for convenience.

5. Find that approval of Contracts to provide furniture and appliance with installation services is exempt from the California Environmental Quality Act (CEQA), as described herein, for the reasons stated in this Board letter and the record of the project.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of this action is to authorize the Executive Director to execute contracts with Paramount Mattress, Inc., and Best Home Furniture in the aggregate amount of \$1,000,000 for furniture and appliance with installation services. HIP offers monetary incentives to encourage landlords to rent their available units to LACDA homeless Section 8 voucher holders. Funding for the program comes as part of the Homeless Prevention Initiative supported by Measure H.

In administering HIP, the LACDA has determined that furniture assistance is vital to successfully housing formerly homeless individuals and families in rental units. This includes appliances, which are required for a unit to pass a housing quality inspection. Most of the individuals and families leasing rental units are classified as homeless and have little to no income with which to purchase a stove, refrigerator, or bed for themselves.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County General Fund. The services will continue to be funded through existing designated sources from Measure H funding.

The cost for the first year of services will be up to \$1,000,000 shared between the two Contracts, using funds included in the LACDA's Fiscal Year 2023-2024 approved budget and the Fiscal Year 2024-2025 proposed budget.

If extended, the cost of the second through the fifth year of the Contracts will remain at the same annual amount of up to \$1,000,000 shared between the two Contracts, using program funds included in the LACDA's annual budget approval process.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The proposed services are County funded and are subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the Greater Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Section 3 of the Housing and Community Development Act of 1968, however, is not required.

The Contracts have been approved to form by County Counsel and will be effective following Board approval and execution by all parties.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed action is categorically excluded from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3) because it involves operating costs that will not have a physical impact on or result in any physical changes to the environment. The action is exempt from the provisions of CEQA pursuant to State CEQA

Guideline 15301 because it involves activities that do not have the potential for causing a significant effect on the environment.

**CONTRACTING PROCESS**

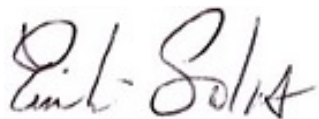
On February 9, 2024, an Invitation for Bids (IFB), Furniture & Appliance with Installation Services, with Solicitation Number LACDA23-158, was conducted to identify contractors to provide furniture & appliance with installation services to the LACDA on an as needed basis. The IFB solicitation was posted on both LACDA's solicitation portal as well as on the County's WebVen website.

On February 28, 2024, five bids were received by the submission deadline for furniture & appliance with installation services. An evaluation of the minimum requirements and references was conducted. The two lowest most responsive and responsible bidders are being recommended for the Contract awards. The Summary of Outreach Activities is provided in Attachment A.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The proposed contracts will provide furniture acquisition services, on an as needed basis for LACDA's participants placed in rental units through HIP.

Respectfully submitted,



Emilio Salas

Executive Director

ES:TM:MJJ:JC

Enclosures

# ATTACHMENT A

## Summary of Outreach Activities

### Furniture & Appliance with Installation Services

On February 9, 2024, the following outreach was initiated to identify furniture & appliance with installation contractors for LACDA.

A. Announcement

The solicitation Notice was posted on the County's WebVen and on LACDA's website.

B. Distribution of Notices

LACDA vendor list was used to issue the Invitation for Bids (IFB) email notices to 74 vendors. The solicitation package was downloaded 29 times.

C. Proposal Results

On February 28, 2024, five bids were received. The second and fourth lowest bidders were determined to be responsive and responsible and are being recommended for Contract awarded. The first and third lowest bidders were determined to be non-responsive due to not providing the required documents. The total annual Contract amount is based on participant needs and therefore the use will be on an as-needed basis. The Bid Sheet results are as follows:

<u>Contractor</u>	<u>Bid Amount</u>
Simple Discount Furniture, LLC*	\$ 2,844.00
Paramount Mattress, LLC	\$ 2,897.00
Nu-Way Mattress Corp.*	\$ 2,943.00
Best Home Furniture	\$ 3,334.00
Buena Vista Furniture	\$ 4,079.00

\*These two bidders were determined to be non-responsive.

D. Minority Business Enterprise - Selected Firms

Names	Ownership/Certification	Employees
Paramount Mattress, LLC	Minority Owned	Total: 10
Best Home Furniture	Minority Owned	Total: 1

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