



March 04, 2025

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 FLOORING SERVICES  
(ALL DISTRICTS) (3 VOTE)**

**SUBJECT**

This letter recommends approval of three Contracts with G&S Carpet Mills, Inc., Reliable Floor Covering, Inc., and Del Mar Floor Covering, Inc., to provide flooring services to various public and affordable housing developments and administrative sites managed by the Los Angeles County Development Authority (LACDA).

**IT IS RECOMMENDED THAT THE BOARD:**

1. Authorize the Executive Director, or designee, to execute three one-year Contracts for flooring services (Contracts) with G&S Carpet Mills, Inc., Reliable Floor Covering, Inc., and Del Mar Floor Covering, Inc., in the amount of up to \$600,000 per Contract using program funds included in the LACDA's approved Fiscal Year 2024-2025 budget and future budget years, to be effective following approval as to form by County Counsel and execution by 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 \$600,000 per Contract, 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, and increase the annual compensation by up to \$60,000 (10%) per year per Contract as needed for unforeseen costs.

4. Authorize the Executive Director or designee, upon his determination and as necessary and appropriate under the terms of the Contracts, to terminate any of the Contracts for convenience.
5. Find that approval of Contracts to provide flooring 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 approve three Contracts for flooring services for various public and affordable housing developments and administrative sites managed by the LACDA. These services will provide the LACDA with complete residential and commercial flooring services on an as-needed basis for both residential public housing developments and administrative properties. Flooring services will facilitate the LACDA's ability to adequately address vacant unit and general building maintenance.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County General Fund.

The cost for the first year of service will be up to \$600,000 per Contract, or \$1,800,000 total for all three Contracts, using funds included in the LACDA's approved Fiscal Year 2024-2025 budget and future budget years.

If extended, the cost of the second through the fifth year of the Contracts will remain at the same annual amount of up to \$600,000 per Contract, using program funds included in the LACDA's annual budget approval process.

A 10% contingency, in the amount of \$60,000 per year per Contract, is also being set for any additional needed plumbing services. If all Contracts are fully extended, the total Contract and contingency amount for all five years will be \$9,900,000.

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

These Contracts will primarily be federally funded and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the Skills and Training to Achieve Readiness for Tomorrow (START) Program implemented by the County of Los Angeles. Instead, G&S Carpet Mills, Inc., Reliable Floor Covering, Inc., and Del Mar Floor Covering, Inc., will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain U.S. Department of Housing and Urban Development (HUD) assistance be directed to low and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed action is exempt 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 maintenance activities 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 section 15301 of the State CEQA

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

**CONTRACTING PROCESS**

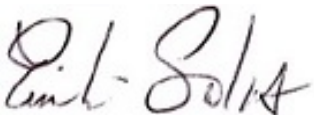
On October 31, 2024, an Invitation for Bids (IFB), Flooring Services, Solicitation Number LACDA24-100, was conducted to identify contractors to provide flooring services to the LACDA. The IFB solicitation was posted on both LACDA's solicitation portal as well as on the County's WebVen website.

On November 7, 2024, a pre-bid meeting was held with nine participating contractors attending. On November 22, 2024, six bids were received by the submission deadline. The three 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)**

Approval of the proposed Contracts will provide the LACDA with flooring services necessary to maintain LACDA properties. These flooring services will facilitate vacant unit maintenance throughout properties to maintain safe conditions for residents and staff.

Respectfully submitted,



Emilio Salas

Executive Director

ES:bds

Enclosures

ATTACHMENT A

Summary of Outreach Activities

Flooring Services

On October 31, 2024, the following outreach was initiated to identify Flooring Services Contractors for the LACDA.

A. Announcement

An announcement was posted on the County's WebVen and on the LACDA's websites.

B. Distribution of Notices

The LACDA's vendor list was used to e-mail notices to 177 flooring services contractors to visit the LACDA's website and download the solicitation package. In addition, contractors on the County's Webven were directed to download the solicitation package from the LACDA website. As a result of the outreach, 95 IFB packages were downloaded from the LACDA website.

C. Bid Results

On November 22, 2024, six (6) bids were received. Bidders were required to provide bids based on providing complete residential and commercial flooring services for residential units, communal lobbies, and administrative offices. Because the services are federally funded, price preferences were not applied for Local Small Business Enterprise (LSBE) status. G&S Carpet Mills, Inc., Reliable Floor Covering, Inc., and Del Mar Floor Covering, Inc., were determined to be the lowest responsive and responsible bidders and are being recommended for the Contract awards.

D. Minority/Women Participation – Selected Agency

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
G&S Carpet Mills, Inc.	Non-Minority	Total: 6
Reliable Floor Covering, Inc.	Non-Minority	Total: 40
Del Mar Floor Covering, Inc.	Minority/Women	Total: 10

E. Minority/Women Participation – Firms Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Midtown Carpet Company	Non-Minority	Total: 10
JJJ Floor Covering, Inc.	Minority	Total: 40
Floor Tech America	Minority/Women	Total: 25

The LACDA conducts ongoing outreach to encourage participation by minorities and women in the contract award process, including: providing information at local and national conferences, expos and vendor fairs, and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the LACDA.

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.