



MARK PESTRELLA, Director

## COUNTY OF LOS ANGELES DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

900 SOUTH FREMONT AVENUE  
ALHAMBRA, CALIFORNIA 91803-1331  
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ADDRESS ALL CORRESPONDENCE TO:  
P.O. BOX 1460  
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE  
REFER TO FILE

May 06, 2025

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

Dear Supervisors:

**SERVICE CONTRACT  
MUNICIPAL SERVICES CORE SERVICE AREA  
SOLE SOURCE AMENDMENTS FOR GRAFFITI REMOVAL SERVICES  
IN SUPERVISORIAL DISTRICT 5 AND FLOOD CONTROL FACILITIES  
(ALL SUPERVISORIAL DISTRICTS)  
(3 VOTES)**

**SUBJECT**

Public Works is seeking Board approval to extend the term of five Proposition A service contracts for graffiti removal services within all County Supervisorial Districts.

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the contract work is categorically exempt from the provisions of the California Environmental Quality Act for the reasons stated in this Board letter.
2. Approve sole source amendments to Contract Nos. 79083 and 79086 with Woods Maintenance Services, Inc., dba Graffiti Control Systems, for the East Area Flood Control Facilities and West Area Flood Control Facilities, and Contract Nos. 79084, 79085, and 79087 with Urban Graffiti Enterprises, Inc., for the South Area Flood Control Facilities, Supervisorial District 5 North, and Supervisorial District 5 South for graffiti removal services to extend these contracts on a month-to-month basis for up to 12 months with an annual amount of \$146,088 for East Area Flood Control Facilities, \$254,004 for West Area Flood Control Facilities, \$253,473 for South Area Flood Control Facilities, \$134,503 for Supervisorial District 5 North, and \$95,054 for Supervisorial District 5 South while Public Works completes the solicitation process for replacement contracts.
3. Delegate authority to the Director of Public Works or his designee to execute the respective sole

source amendments upon proper execution by the contractors and approval as to form by County Counsel.

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

The purpose of the recommended actions is to extend the term of each graffiti removal services contract on a month-to-month basis for up to 12 months, starting July 1, 2025. These contracts are utilized for the removal of graffiti on various surfaces by using chemical solvents, pressure washing, painting, and performing paint-out projects to reduce graffiti in the area. The extension of these contracts is necessary to ensure the continuation of graffiti removal services within the unincorporated County areas in all Supervisorial Districts.

Under these amendments, the existing contractors will continue to provide uninterrupted graffiti removal services for up to 12 months while Public Works completes the solicitation process to award new contracts. The extension will provide Public Works sufficient time to address various protests filed by a proposer in response to the solicitation's results.

### **Implementation of Strategic Plan Goals**

These recommendations support the County Strategic Plan: North Star 2, Foster Vibrant and Resilient Communities, Focus Area Goal C, Public Safety, Strategy i, Prevention, Protection and Security, by supporting and investing in innovative practices, crime prevention resources, and infrastructure to provide protection and security by contracting with the contractors that have the specialized expertise to provide these services accurately, efficiently, timely, and in a responsive manner.

### **FISCAL IMPACT/FINANCING**

The extension will be for a period up to 12 months, and the annual contracts' sums for each contract is \$146,088 for East Area Flood Control Facilities, \$254,004 for West Area Flood Control Facilities, \$253,473 for South Area Flood Control Facilities, \$134,503 for Supervisorial District 5 North, and \$95,054 for Supervisorial District 5 South.

Funding for these services will be included in the Public Works General Fund (A01 – Services and Supplies), Road Fund (B03 – Services and Supplies), Internal Service Fund (B04 – Services and Supplies), and Special Road District 5 Fund (CP5 – Services and Supplies) Fiscal Year 2025-26 budgets. The Internal Service Fund will be reimbursed by the Flood Control District Fund for expenditures associated with Flood Control District Facilities. When the need arises for services under these contracts, financing the required services will be from the appropriate funding source. Total annual expenditures for these services, however, will not exceed the annual contracts' amounts approved by the Board.

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

On July 14, 2020, the Board approved Contract Nos. 79083 and 79086 with Woods Maintenance Services, Inc., dba Graffiti Control Systems, and Contract Nos. 79084, 79085, and 79087 with Urban Graffiti Enterprises, Inc., for graffiti removal services. The contracts were for an initial 1-year period with three 1-year renewal options and month-to-month extensions up to 6 months for maximum potential total contract terms of 54 months and maximum potential contract sums of \$579,091 for the East Area Flood Control Facilities, \$1,143,391 for the West Area Flood Control Facilities, \$1,143,450

for the South Area Flood Control Facilities, \$638,550 for Supervisorial District 5 North, and \$451,440 for Supervisorial District 5 South.

On February 12, 2024, a notice of the Request for Proposals (RFP) was released to solicit replacement contracts. On April 8, 2024, four proposals were received for the East Area Flood Control Facilities, West Area Flood Control Facilities, and South Area Flood Control Facilities; three proposals were received for Supervisorial District 5 South; and two proposals were received for Supervisorial District 5 North. One of the proposals was disqualified for failure to meet the minimum requirements of the RFP. Proposals were evaluated by an evaluation committee consisting of Public Works staff. The evaluation was based on criteria described in the RFP, which included the price, experience, work plan, financial resources, references, demonstrated controls over labor/payroll record keeping, and equipment utilizing the informed averaging methodology for applicable criteria. Based on this evaluation, it is recommended that these contracts be awarded to the highest rated, lowest cost, responsive, and responsible proposers, Woods Maintenance Services, Inc., dba Graffiti Control Systems, a Local Small Business Enterprise, and Urban Graffiti Enterprises, Inc.

On August 1, 2024, Public Works submitted an advance notification to advise the Board of Public Works' intent to negotiate and file sole source amendments to the above-mentioned graffiti removal services agreements (Enclosure A). The purpose is to extend these existing agreements on a month-to-month basis up to 12 months, beyond the current term of each contract, to provide additional time for Public Works to complete the solicitation for replacement services.

On October 28, 2024, Urban Graffiti Enterprises, Inc., submitted a proposed contractor selection review request for each of the results, and Public Works is addressing these protests.

These recommended sole source amendments will continue the contracts' current requirements, specifications, and conditions. The Director of Public Works will execute sole source amendments in accordance with the Board's authorization and only upon approval as to form by County Counsel and execution by the contractors.

The contractors have agreed to continue to pay their full-time employees the current Living Wage Rate approved by the Board on December 1, 2015, and to comply with the County's Living Wage reporting requirements.

### **ENVIRONMENTAL DOCUMENTATION**

These services are categorically exempt from the provisions of the California Environmental Quality Act. These services are within the class of projects that have been determined not to have a significant effect on the environment in that it meets the criteria set forth in Section 15301, subsection (c), of the California Environmental Quality Act guidelines and Class 1 of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. In addition, based on the proposed project records, it will comply with all applicable regulations, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste site lists compiled pursuant to Government Code Section 65962, or indications that it may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable.

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

The Honorable Board of Supervisors

5/6/2025

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Approval of the sole source amendments will continue the current contracts' services to provide uninterrupted graffiti removal services in Los Angeles County unincorporated communities.

**CONCLUSION**

Please return one adopted copy of this Board letter to Public Works, Land Development Division.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Pestrella". The signature is fluid and cursive, with the first name "Mark" and last name "Pestrella" clearly distinguishable.

MARK PESTRELLA, PE

Director

MP:CB:la

Enclosures

c: Chief Executive Office (Chia-Ann Yen)  
County Counsel  
Executive Office, Board of Supervisors  
Internal Services Department (Contracts  
Division)



MARK PESTRELLA, Director

# COUNTY OF LOS ANGELES

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IN REPLY PLEASE

REFER TO FILE:

**BRC-1**

August 1, 2024

TO: Each Supervisor

FROM: Mark Pestrella, PE   
Director of Public Works

### **ADVANCE NOTIFICATION - INTENT TO FILE A SOLE SOURCE AMENDMENT TO VARIOUS GRAFFITI REMOVAL SERVICE AGREEMENTS**

Board Policy 5.100 requires advance notification of a department's intent to enter into sole source negotiations for extension of a Board-approved agreement at least 6 months prior to the agreement expiration date. This memorandum is to advise the Board of Public Works' intent to negotiate and file sole source amendments to various graffiti removal services agreements, as shown in the table below. The purpose is to extend these existing agreements on a month-to-month basis up to 12 months, beyond the current term of each contract, to provide additional time for Public Works to complete the solicitation for replacement services.

Currently, we are in the final stages of the evaluation of the solicitation, and we may be able to award these contracts prior to their expiration dates. However, Public Works is providing this advance notice in an effort to be prepared, in the event of any unforeseen delays, such as negotiation failure or a protest.

If Public Works is successful in finalizing the award process before the contract expiration date of January 31, 2025, the extension process will be stopped. The extensions will be on a month-to-month basis for up to 12 months beginning February 1, 2025.

<b>Contract No./Description</b>	<b>Contractor Name</b>	<b>Expiration Date</b>
79083/Graffiti Removal Services at East Area Flood Control Facilities	Woods Maintenance Services, Inc.	01/31/2025
79084/Graffiti Removal Services District 5 South	Urban Graffiti Enterprises, Inc.	01/31/2025
79085/Graffiti Removal Services District 5 North	Urban Graffiti Enterprises, Inc.	01/31/2025
79086/Graffiti Removal Service at West Area Flood Control Facilities	Woods Maintenance Services, Inc.	01/31/2025
79087/Graffiti Removal Service at South Area Flood Control Facilities	Urban Graffiti Enterprises, Inc.	01/31/2025

There will be no impact to the County General Fund.

#### Background

On July 14, 2020, Public Works entered into agreements for graffiti removal services with the contractors and for the contracts listed on the table above. The term of each contract is 1 year with three 1-year renewal options and a month-to-month extension up to 6 months. On June 26, 2024, in accordance with the contracts' terms and conditions, an extension letter was sent to the contractors notifying each contractor that their contract was being extended on a month-to-month basis for up to 6 months, starting on August 1, 2024.

The contractors have continued to provide services for the third and final option year of the 4-year contract; however, these contracts' last terms are scheduled to expire on January 31, 2025.

#### Justification for Sole Source Amendment

These amendments to extend the term of the contracts are required to continue providing uninterrupted graffiti removal services while Public Works completes the solicitation of replacement contracts. The terms and conditions of these contracts will remain the same, unless otherwise stated to reflect any changes to the State, Federal, or County policies.

The Sole Source Checklist is attached.

Each Supervisor  
August 1, 2024  
Page 3

Should they be needed, Public Works will work with County Counsel to prepare the amendments for contracts with the two applicable contractors, Urban Graffiti Enterprises, Inc., and Woods Maintenance Services, Inc.

If you have any questions or need additional information, please contact me or your staff may contact Deputy Director Luis Ramirez at (626) 458-4008 or [luramire@pw.lacounty.gov](mailto:luramire@pw.lacounty.gov).

JF:dr

C:\Documents\BrdMemo-Graffiti Removal Srvs

Attach.

cc: Chief Executive Office (Chia-Ann Yen, Christine Frias)  
County Counsel  
Executive Office

## SOLE SOURCE CHECKLIST

Department Name: Public Works

☐

New Sole Source Contract

☒

Sole Source Amendment to Existing Contract

Date Existing Contract First Approved:

07/14/2020

Check (✓)	<b>JUSTIFICATION FOR SOLE SOURCE CONTRACTS</b> Identify applicable justification and provide documentation for each checked item.
<input type="checkbox"/>	➤ Only one bona fide source (monopoly) for the service exists; performance and price competition are not available. A monopoly is an <i>“Exclusive control of the supply of any service in a given market. If more than one source in a given market exists, a monopoly does not exist.”</i>
<input type="checkbox"/>	➤ Compliance with applicable statutory and/or regulatory provisions.
<input type="checkbox"/>	➤ Compliance with State and/or federal programmatic requirements.
<input type="checkbox"/>	➤ Services provided by other public or County-related entities.
<input type="checkbox"/>	➤ Services are needed to address an emergent or related time-sensitive need.
<input type="checkbox"/>	➤ The service provider(s) is required under the provisions of a grant or regulatory requirement.
<input type="checkbox"/>	➤ Additional services are needed to complete an ongoing task and it would be prohibitively costly in time and money to seek a new service provider.
<input checked="" type="checkbox"/>	➤ Services are needed during the time period required to complete a solicitation for replacement services; provided services are needed for no more than 12 months from the expiration of an existing contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance and support services are needed for an existing solution/system during the time to complete a solicitation for a new replacement solution/ system; provided the services are needed for no more than 24 months from the expiration of an existing maintenance and support contract which has no available option periods.
<input type="checkbox"/>	➤ Maintenance service agreements exist on equipment which must be serviced by the original equipment manufacturer or an authorized service representative.
<input type="checkbox"/>	➤ It is more cost-effective to obtain services by exercising an option under an existing contract.
<input type="checkbox"/>	➤ It is in the best economic interest of the County (e.g., significant costs to replace an existing system or infrastructure, administrative cost savings and excessive learning curve for a new service provider, etc.) In such cases, departments must demonstrate due diligence in qualifying the cost-savings or cost-avoidance associated with the best economic interest of the County.

*Christine Frias*

Chief Executive Office

7/15/2024

Date