



June 17, 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:

**AMENDMENT TO INCREASE ANNUAL COMPENSATION TO HEATING, VENTING, AND AIR
CONDITIONING MAINTENANCE AND REPAIR SERVICES CONTRACT
(ALL DISTRICTS) (3 VOTE)**

SUBJECT

This letter recommends approval of an increase of \$350,000 to the Los Angeles County Development Authority's (LACDA) Contract with ACCO Engineered System, Inc. for heating, venting, and air conditioning maintenance and repair (HVAC) services for a total Contract amount of \$950,000. ACCO Engineered System, Inc. currently provides HVAC services to various public and affordable housing developments and administrative sites owned, leased, or managed by the Los Angeles County Development Authority (LACDA) throughout the County of Los Angeles. The increased compensation is due to the need for repair services at administrative and public housing developments.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Executive Director or designee to execute an amendment to the Contract with ACCO Engineered Systems, Inc. for heating, venting, and air conditioning maintenance and repair services, to increase the annual compensation by \$350,000 for a total Contract amount of \$950,000, using program funds included in the LACDA's approved Fiscal Year 2024-2025 and Fiscal Year 2025-2026 budgets, following approval as to form by County Counsel and execution by all parties.
2. Find that approval of an increase to the existing Contract to provide heating, venting, and air conditioning maintenance and repair 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

On June 25, 2024, the Board awarded a one-year Contract to ACCO Engineered System, Inc, in the amount of up to \$600,000, with the option to extend up to four additional years at the same annual amount, to provide heating, venting, and air conditioning maintenance and repair services for various public and affordable housing developments and administrative sites owned, leased, or managed by the LACDA. On February 28, 2025, the parties executed Amendment No. 2 to increase the Contract by the authorized 10% (\$60,000) to \$660,000 for the first year.

The purpose of this action is to increase the annual compensation to \$950,000 for the remainder of the first year of the Contract, and if extended, for the second through final year of the Contract, ending July 8, 2029. The increase is due to upcoming repair projects for various housing development sites and an administrative building, including unforeseen issues with the HVAC systems that require urgent repairs and ongoing maintenance. Recent unexpected breakdowns have significantly impacted site operational efficiency, necessitating immediate service to ensure a safe environment for staff and residents. Additional funding is essential to restore full functionality and prevent further disruptions.

FISCAL IMPACT/FINANCING

There is no impact on the County General Fund.

The additional annual compensation of up to \$350,000, for a total amount not to exceed \$950,000 will be comprised of program funds included in the LACDA's approved Fiscal Year 2024-2025 and Fiscal Year 2025-2026 budgets and future budgets as needed.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The contract will continue to primarily be federally, and state 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, ACCO Engineered Systems, Inc., will continue to 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 amendment 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.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

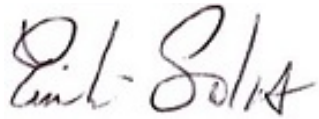
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Approval of the proposed increased compensation will allow the LACDA to provide continued maintenance and repair, and as needed emergency heating, venting, and air conditioning maintenance and repair services necessary to maintain the LACDA properties located throughout the County of Los Angeles and continue to provide the staff and residents with safe conditions.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Emilio Salas". The signature is fluid and cursive, with the first name "Emilio" and last name "Salas" clearly distinguishable.

Emilio Salas

Executive Director

ES:CP