



## LACDA BOARD DEPUTIES MEETING AGENDA

**Date:** Thursday, April 3, 2025

**Time:** 2:00 p.m.

**Location:** Virtual

**Virtual meeting information:** Microsoft Teams link: [Join Teams meeting](#)

**Dial-in by phone:** [+1 747-200-6781](#) - Phone conference ID: 965 534 737 #

### 1. CALL TO ORDER

### 2. PRESENTATION/DISCUSSION ITEMS

- Fire Recovery Update

### 3. EXECUTIVE DIRECTOR'S REPORT

### 4. PUBLIC COMMENT (3 minutes each speaker)

### 5. INFORMATIONAL ITEMS

#### **Board Letters for the May 13, 2025 Board agenda:**

AMENDMENTS TO INCREASE ANNUAL COMPENSATION TO HOUSING DEVELOPMENT CONSULTING SERVICES CONTRACTS

#### **Board Letters for the May 20, 2025 Board agenda:**

CONTRACT FOR TRASH REMOVAL SERVICES

**Please note: Draft Board Letters are attached for informational purposes. Documents are subject to change prior to placement on a Board agenda.**



lacda.org

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Executive Director: Emilio Salas

Commissioners: Hilda L. Solis, Holly J. Mitchell, Lindsey P. Horvath, Janice Hahn, Kathryn Barger



May 13, 2025

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:

**AMENDMENTS TO INCREASE ANNUAL COMPENSATION TO HOUSING  
DEVELOPMENT CONSULTING SERVICES CONTRACTS  
(ALL DISTRICTS) (3 VOTE)**

**SUBJECT**

This letter recommends approval of amendments to the LACDA's seven existing contracts with California Housing Partnership Corporation, CSG Advisors Corporation, CTY Housing, Inc., HR&A Advisors, Inc., Keyser Marston Associates, Le Sar Development Consultants and Mosaic Urban Development, LLC to increase the annual contract amount by \$200,000, to a total of \$500,000 per contract, for housing development consulting services ("Contracts").

**IT IS RECOMMENDED THAT THE BOARD:**

1. Find that the approval of amendments to the existing Contracts are not subject to the provisions of the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA.
2. Authorize the Executive Director or designee to execute amendments to the Contracts to increase the annual compensation by an additional \$200,000 for each Contract, using program funds included in the LACDA's approved Fiscal Year 2024-2025 budget, to a total maximum amount of up to \$500,000 for each Contract, subject to review and approval as to form by County Counsel.

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

On December 20, 2020, the LACDA awarded eight one-year Contracts of up to \$100,000 per contract, with the option to extend up to four additional years, for a total contact term through September 30, 2025. The Executive Director executed these Contracts pursuant to his delegated authority to execute contracts for goods and services up to \$100,000.

On March 23, 2021, the Board approved an increase in compensation for the eight Contracts to increase the total amount of compensation to \$300,000 per contract.

The LACDA utilizes the Contracts to engage housing development consultants in the review of Notice of Funding Availability (NOFA) applications and to provide a wide variety of other services including assistance in closing construction and permanent financing for special needs and affordable housing projects, analyses of potential projects and financial modeling, and financial consulting services relative to proposed projects to determine financial feasibility.

The number of applications submitted through the LACDA's NOFA has dramatically increased since execution of these Contracts. In previous years, the LACDA received an average of 20 NOFA applications during each NOFA Round and the current Contract terms were sufficient to perform NOFA reviews and provide consulting services throughout the year. The latest NOFA Round, for which applications were due on March 6, 2025, saw a total of 38 applications submitted. This dramatically increased the workload of staff, which necessitated engagement of the housing development consultants.

In addition to the increase in affordable housing funding applications, many projects have completed construction and are converting to permanent financing. This has resulted in close to 40 projects requiring permanent financing conversion oversight between October 2024 and September 2025. During this same period, LACDA staff are managing over 10 new construction loan closings and over 30 affordable housing projects in construction. Because of the number of permanent conversions, the housing development consultants have been contracted to assist with closing construction and permanent financing.

Further, the number of projects and related analyses that the LACDA must conduct to plan for and implement Board and County objectives has likewise increased. Also, there are several projects which LACDA is collaborating with other County departments to complete. When the work of our partner County Departments has required the use of a housing development consultant, LACDA's Contracts have been used to complete that work.

Due to this ongoing and increasingly large volume of work, the continuing review and administration of projects, and the vital need for these housing finance advisory consulting services, the Contracts require additional funding. This increased funding will ensure that projects are effectively managed and that the LACDA can continue to meet the needs of

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the Board and affordable housing projects within Los Angeles County while the LACDA recruits staff.

Therefore, the LACDA is seeking authority to amend the Contracts to increase the annual compensation for each contract by up to \$200,000, to a total annual compensation of up to \$500,000 for the remainder of the Contracts.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County General Fund.

The additional annual compensation of up to \$200,000 for each Contract for an amount not to exceed \$500,000 per Contract will be comprised of program funds included in the LACDA's approved Fiscal Year 2024-2025 budget and proposed Fiscal Year 2025-2026 budget.

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

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact on or result in any physical changes to the environment. The activities are not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378(b)(5) because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

### **IMPACT ON CURRENT PROJECT SERVICES**

The proposed Contract amendments will allow the LACDA to continue investing in and effectively managing affordable housing projects throughout LA County.

Respectfully submitted,

EMILIO SALAS  
Executive Director

May 20, 2025

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:

**CONTRACT FOR TRASH REMOVAL SERVICES  
(ALL DISTRICTS) (3 VOTE)**

**SUBJECT**

This letter recommends approval of a Contract with Arakelian Enterprises, Inc., dba Athens Services to provide trash removal 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 a one-year Contract for trash removal services with Arakelian Enterprises, Inc., dba Athens Services in the amount of up to \$1,500,000 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 Contract, 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 \$1,500,000 using funds to be included in the LACDA's annual budget approval process.

3. Authorize the Executive Director or designee to amend the Contract to modify the Statement of Work, add services, and increase the annual compensation by up to \$150,000 (10%) of the 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 Contract, to terminate the Contract for convenience.
5. Find that approval of Contracts to provide trash removal 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 a Contract for trash removal 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 trash removal services on a regular and as-needed basis for both residential public housing developments and administrative properties. Trash removal services will facilitate the LACDA's ability to adequately address trash hauling and disposal while maintaining clean, safe, and sanitary building premises.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County General Fund.

The cost for the first year of service will be up to \$1,500,000 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 will remain at the same annual amount of up to \$1,500,000, using program funds included in the LACDA's annual budget approval process.

A 10% contingency, in the amount of \$150,000 per year, is also being set for any additional needed trash removal services. If the Contract is fully extended, the total Contract and contingency amount for all five years will be \$8,250,000.

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

This Contract 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, Arakelian Enterprises, Inc., dba Athens Services 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 February 6, 2025, an Invitation for Bids (IFB), Trash Removal Services, Solicitation Number LACDA25-019, was conducted to identify contractors to provide trash removal 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 February 14, 2025, a pre-bid meeting was held with nine participating contractors attending. On February 28, 2025, two bids were received by the submission deadline. The lowest most responsive and responsible bidder is being recommended for the Contract Award. The Summary of Outreach Activities is provided in Attachment A.

### **IMPACT ON CURRENT PROJECT SERVICES**

Approval of the proposed Contract will provide the LACDA with trash removal services necessary to maintain LACDA properties. These trash removal services will facilitate regular and as-needed trash disposal to maintain clean, sanitary, and safe conditions for residents.

Respectfully submitted,

EMILIO SALAS  
Executive Director

Enclosures