



September 22, 2023

**TO:** CADA Board of Directors

**SUBJECT: September 29, 2023 Board Meeting  
AGENDA ITEM 10  
FY 2023-2024 FULL-TIME APARTMENT PAINTING CONTRACT**

**CONTACT:** Frank Czajka, Construction Manager  
Russ Juneau, Facilities Maintenance Manager  
Tara Gandara, Contracts & Office Manager/Board Secretary

**RECOMMENDED ACTION:**

Staff recommends that the Board, by resolution, award the FY 2023-2024 Full-Time Apartment Painting contract to Elite Service Experts, Inc. in an amount not-to-exceed \$350,000 with an option to renew for a second one-year period for the same amount.

**BACKGROUND**

In 2017, CADA began using an in-house painter versus a painting contractor, principally in response to poor quality work and lack of responsiveness by CADA's outside contractor at the time.

In June 2023, CADA issued an informal request for bids for "Fiscal Year 2023-2024 Apartment Painting - Various Locations" while the in-house painter would continue to paint vacant units. The contract was awarded to Affordable Painting Services, Inc. in the amount of \$40,000. The purpose of this contract was to enable CADA to attend to painting projects that in-house painting staff could not, given their workload.

Since awarding the Affordable Painting Services contract, there continues to be need for additional capacity to more quickly complete CADA's wide-range of painting needs. Contracting the work out once again is necessary so CADA can turn units quickly and, ideally, reduce turn times.

On August 22, 2023 CADA issued a formal request for bids for "Fiscal Year 2023-2024 Full-Time Apartment Painting - Various Locations." Seven vendors, Affordable Painting Services, Inc., All Star Painting KD, Inc., Elite Service Experts, Inc., Applied Finishes, NBR Painting and Coating, Inc., Paine Construction, Inc., and Rebuildit, Inc., returned bids by the September 7, 2023 due date.

The FY Full-Time Apartment Painting contract being recommended for approval at this meeting was advertised on August 22, 2023 in accordance with CADA's formal bid procedures. On September 7, 2023, Elite Service Experts, Inc. was the lowest bidder. (Please see **Attachment 1:** Bid Tabulation Form). Elite's bid amount was \$341,500 annually, or approximately \$28,500 monthly. Elite Service Experts, Inc. is also CADA's FY Landscaping and Lawn Care provider, FY Back-Up Plumber, and FY Leaf Pick Up provider currently and has worked with CADA on various contracts since 2018.

## **POLICY ISSUES**

This contract comes before the Board for approval because the proposed contract amount exceeds the \$50,000 Executive Director's contract authority.

## **STRATEGIC PLAN**

This action supports the achievement of CADA's goals to create a sustainable neighborhood and be a leader in urban properties management.

## **FISCAL IMPACTS**

The proposed not-to-exceed contract amount of \$350,000 (approximately \$29,500 monthly) would cover the regular services requested during the year. While this is the total annual contract amount, the current fiscal impact to CADA for the remaining term of this contract, October 1st, 2023 through June 30th, 2024, will be \$265,500. The current budget will cover the expenses until midyear, when we will return to the Board with a budget amendment proposal.

## **CONTRACT AWARD CONSIDERATIONS**

Contracts with a value of more than \$50,000 or more require Board approval. The contract will be executed before September 30, 2023.

## **ENVIRONMENTAL CONSIDERATIONS**

Not applicable. The proposed action is an administrative matter, and is not a project subject to the guidelines of the California Environmental Quality Act (CEQA).

Attachments:

1. Bid Tabulation Form
2. Resolution 23-44



## CAPITOL AREA DEVELOPMENT AUTHORITY — Bids Received

Project: FY Full-Time Apartment Painting – Various Locations, Sacramento – FY 2023-2024

Bid Opening: Thursday, September 7, 2023 @ 10:00 a.m. @ 1522 14<sup>th</sup> Street, Sacramento

	Name of Company	Bid	
1.	REFORMABLE PAINTING SERVICES INC	397,720.00	
2.	HALL STAR PAINTING KD, INC	175,150.00	NR
3.	ELITE SERVICE EXPERTS, INC	341,500.00	
4.	APPLIED FINISHES (COATING)	790,641.00	
5.	NBR PAINTING & COATING, INC	707,250.00	
6.	PRIME CONSTRUCTION, INC	893,000.00	NR
7.	REBUILDIT, INC.	1,112,500.00	NR
8.			
9.			
10.			

Verified: 9/7/23  
Date

  
Signature


  
Signature

**RESOLUTION NO. 23 - 44**

Adopted by the Capitol Area Development Authority

September 29, 2023

**RESOLUTION AWARDING A  
FY 2023-2024 FULL-TIME APARTMENT PAINTING  
CONTRACT TO ELITE SERVICE EXPERTS, INC.**

**WHEREAS**, CADA conducted a bid process resulting in seven responses with three being found non-responsive to the bid package request; and

**WHEREAS**, CADA has reviewed the bids and found Elite Service Experts, Inc to be the most responsive, lowest cost bid; and

**WHEREAS**, staff is recommending the Board approve a contract for full-time apartment painting with Elite Service Experts, Inc to provide increased capacity and speed for the completion of CADA's regular painting needs.

**BE IT RESOLVED** by the Capitol Area Development Authority that:

The Executive Director is hereby authorized on behalf of the Authority to enter into a FY 2023-2024 Full-Time Apartment Painting contract for nine (9) months with Elite Service Experts, Inc. with the option to extend the contract for one (1) one (1) year term.

The total compensation payable under the first year of the contract shall not exceed Three Hundred Fifty Thousand Dollars (\$350,000) and shall be renewable for the same amount.

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Ann Bailey, Chair

ATTEST:

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Tara Gandara  
Secretary to the Board of Directors