



Board Agenda Item No. 12 September 22, 2022

RECOMMENDED ACTION

To authorize the President and CEO to enter into a contract with PCN3, Inc., for construction services for Long Beach Transit's new corporate office building.

STAFF REPRESENTATIVE

Lisa Patton, Executive Director/VP, Finance and Budget

BACKGROUND

In 2020, Long Beach Transit (LBT) purchased a building located at 4801 Airport Plaza Dr. to serve as its new corporate offices (LBTCO). Currently, both of LBT's operating and maintenance facilities are functioning at full capacity, with the administrative space at LBT1 demonstrably exceeding capacity.

In 2021, LBT engaged La Cañada Design Group (LCDG) to provide Space Programming, Schematic Design, Design Development and Construction Document services for the floors that LBT will be occupying in the new building, which is the 7th and 8th floors, and part of the 1st floor, which includes Board of Director spaces such as the Board chamber and Board conference room.

LCDG submitted the construction design package for proposed tenant improvements for the LBT occupied spaces. In July 2022, the City of Long Beach approved the submitted construction documents for the LBT tenant improvements.

This scope for the construction services includes, but is not limited to:

7th and 8th Floors

- Corridor and office remodel (certain walls, doors, ceilings, lights and HVAC registers)
- Power/data supply to new workstation layout
- Remodel of pantries and Mother's Room
- New copy/print areas
- Drinking fountains for ADA compliance
- New signage/graphics
- Upgraded lighting/controls for Title 24 compliance and efficiency

1st Floor

- Board chamber remodel (modified board dais and seating, ceiling, flooring, doors, lighting and HVAC registers)
- Creation of Board conference room and kitchenette (cabinetry, power/data, doors, lighting, flooring and exhaust)
- Creation of Board audio/visual room (power/data, doors, flooring, lightning, HVAC unit)



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- Drinking fountains for ADA compliance
- New signage/graphics

PROCUREMENT

In July 2022, LBT issued an Invitation for Bid (IFB) for these services. The IFB was also publicly advertised. In response LBT received two bids.

The bids were reviewed by the Purchasing department and both bids were deemed responsive.

The lowest bidder was PCN3, Inc.

PCN3, Inc., located in Orange County, California, was found to be responsible, responsive and compliant by LBT's Purchasing department.

DBE/SBE PARTICIPATION

A Small Business Enterprise (SBE) goal of 10% was established for the solicitation. PCN3, Inc., an SBE-certified firm through the California Unified Certification Program, has satisfied the SBE goal and will perform 55% of the total contract cost. In addition, Wakeland Electric, a DBE certified firm, will perform 33% of the total contract cost.

ALTERNATIVES CONSIDERED

Staff did not consider any alternatives, as this current phase reflects the minimum LBT can do to get the building in a state where staff can successfully relocate and allow for future growth.

BUDGETARY/FISCAL IMPACT

Funds for this project at a total authorization not to exceed \$4,387,065 have been identified and approved in a prior year capital budget.

STAFF RECOMMENDATION

Staff is recommending LBT's Board of Directors to authorize the President and CEO to enter into a contract with PCN3, Inc., for construction services for \$3,988,241, with a 10% contingency of \$398,824, for a total authorization amount not to exceed \$4,387,065.

A handwritten signature in blue ink, reading 'K. McDonald'.

Kenneth A. McDonald
President and Chief Executive Officer