



### RECOMMENDED ACTION

To authorize the President and CEO to enter into a contract with Letner Roofing Company for roof replacement and restoration services at Long Beach Transit's new corporate office building.

### STAFF REPRESENTATIVE

Joanna Bould, Manager, Purchasing

### BACKGROUND

In 2020, Long Beach Transit (LBT) purchased a building located at 4801 Airport Plaza Dr. to serve as its new corporate offices. LBT subsequently hired Newmark Knight Frank to provide property management services for the building. As part of its Due Diligence Report, Newmark's engineering team conducted a property condition assessment and operational assessment.

The assessments identified various operational issues and challenges with the building. Newmark developed a 10-year Capital Plan that outlined necessary projects needed to maintain and upgrade the building in a state of optimum condition.

LBT prioritized three projects that were deemed to be the most practical to complete while the building is unoccupied. The first is the building automation system, which was presented and approved by LBT's Board of Directors at the August 26, 2021 meeting. The second is the upgrades to the roofing system. The third is an elevator modernization project that will be presented to LBT's Board of Directors at an upcoming meeting.

Based on the current roof system condition, LBT is seeking to replace the existing roof system and accomplish the following:

1. Remove existing gravel, membrane and debris from roof surfaces
2. Install new 85 ml. vinyl membrane, gypsum underlayment, flashings and roof accessories
3. Apply fluid-applied and fabric-reinforced coating system for maintenance
4. Install 45 ml. PVC buffer/waterproofing blanket

The project will include all permits, labor, transportation, materials, apparatus and tools.

### PROCUREMENT

LBT issued an Invitation for Bids (IFB) to multiple firms and received two qualified bids.

As a public works project, the project is awarded to the lowest responsible bidder.



Lerner Roofing Company, located in Orange, California, was found to be responsive and compliant by LBT's Purchasing department at a cost of \$426,000. Staff is requesting a 10% contingency for unforeseen issues.

**DBE/SBE PARTICIPATION**

A Small Business Enterprise (SBE) goal of 10% was established for this procurement. Lerner Roofing Company satisfied the SBE participation goal and will utilize Gama Contracting, a SBE firm certified by the State of California Department of General Services, to provide gravel removal services, for a total of 11% of the total contract cost.

**ALTERNATIVES CONSIDERED**

Staff considered not replacing the roof system at this time, however, since the roof and helipad are nearing the end of useful life, it would be best to complete this work while the building is unoccupied to prevent disruptions to daily operations.

**BUDGETARY/FISCAL IMPACT**

Funds for this project at a total authorization not to exceed \$468,600 have been identified and approved in a prior-year capital budget. Local funds will be utilized for this procurement.

**STAFF RECOMMENDATION**

Staff is recommending LBT's Board of Directors to authorize the President and CEO to enter into a contract with Lerner Roofing Company for roof replacement and restoration services for \$426,000, with a 10% contingency of \$42,600, for a total authorization amount not to exceed \$468,600.

A handwritten signature in blue ink that reads "K. McDonald".

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Kenneth A. McDonald  
President and Chief Executive Officer