



**THE PORT  
OF LOS ANGELES**  
Executive Director's  
Report to the  
Board of Harbor Commissioners

**DATE: MAY 12, 2021**

**FROM: CONSTRUCTION AND MAINTENANCE**

**SUBJECT: RESOLUTION NO. \_\_\_\_\_ - AWARD OF CONTRACT  
NO. 39944 TO FULL SPECTRUM, INC. TO REPLACE THE SKYLIGHT  
AT LIBERTY HILL PLAZA**

**SUMMARY:**

Staff requests approval of Contract No. 39944 with Full Spectrum, Inc. (Full Spectrum) of Ontario, California for the replacement of the skylight at Liberty Hill Plaza (LHP). The Contract amount is \$597,242, and the Contract will continue until the project is complete since this is a one-time purchase order. Payment of expenses incurred under the Contract is the financial responsibility of the Harbor Department.

**RECOMMENDATION:**

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environment Management has determined that the proposed action is categorically exempt from the requirements of the California Environmental Quality Act (CEQA) under Article III Class 2(2) of the Los Angeles City CEQA Guidelines;
2. Approve Contract No. 39944 with Full Spectrum for the replacement of the skylight at LHP;
3. Find that in accordance with Los Angeles City Charter Section 1022, work under the subject contract can be performed more feasibly by independent contractors than by City employees;
4. Approve Contract No. 39944 with Full Spectrum in the amount of \$597,242;
5. Authorize the Executive Director to execute and Board Secretary to attest to Contract No. 39944 for and on behalf of the Board; and
6. Adopt Resolution No. \_\_\_\_\_.

**DISCUSSION:**

Background/Context – The 6,500 square foot fiberglass translucent skylight at the LHP was installed over fifteen years ago, and the fiberglass sheets are exhibiting signs of natural aging, resulting in a significant loss of daylight and a pronounced yellowing

**DATE: MAY 12, 2021**

**PAGE 2 OF 4**

**SUBJECT: AWARD OF CONTRACT NO. 39944 TO FULL SPECTRUM, INC.**

effect. In addition, significant organic growth and dirt within the interior grid developed over the years due to water vapor inside the panels that, when combined with the resin/glass mix, further blocks light. Heat and ultraviolet exposure have also weakened the integrity of the skylight causing fiberglass elements to get into the roof drainage system and gutters (Transmittal 1). The existing skylight material has reached the end of its life expectancy and will require replacement in order to correct possible failing seals and to bring back the level of light transmission and quality of full spectrum light achieved by the original architectural design. The skylight will be replaced with a polycarbonate material (DG Plentaglas) with an aluminum frame.

Selection Process – The Construction & Maintenance Division submitted a requisition for the replacement of the skylight at LHP in November 2019. The Contracts and Purchasing Division (C&P) released Request for Bids (RFB) No. F-1093 in November 2020. An addendum to RFB No. F-1093 was released in December 2020 amending the bid to ensure the bidder demonstrated successful experience in providing related services for at least five years. In January 2021, RFB No. F-1093 was canceled due to a change in the scope of work and was not awarded. RFB No. F-1102 was then advertised with the revised scope of work in January 2021 on the City of Los Angeles Business Assistance Virtual Network (LABAVN) and the Port of Los Angeles website to replace RFB No. F-1093.

Per statistics on LABAVN, the bid was viewed by 34 companies. The bid document was downloaded by 8 companies. Full Spectrum was the only vendor to submit a bid for this contract opportunity (Transmittal 2) in the amount of \$567,000, excluding taxes. The Contract amount of \$597,242 includes funding for Full Spectrum's bid of \$567,000 and estimated taxes of \$30,242. Staff is recommending approval of the award of Contract No. 39944 to Full Spectrum (Transmittal 3).

**ENVIRONMENTAL ASSESSMENT:**

The proposed action is approval of Contract No. 39944 with Full Spectrum for the replacement of the skylight at LHP, which is an activity involving replacement of a commercial or industrial structure with a new structure of substantially the same size, purpose, and capacity. Therefore, the Director of Environmental Management has determined that the proposed action is categorically exempt from the requirements of CEQA in accordance with Article III Class 2(2) of the Los Angeles City CEQA Guidelines.

DATE: MAY 12, 2021

PAGE 3 OF 4

SUBJECT: AWARD OF CONTRACT NO. 39944 TO FULL SPECTRUM, INC.

**FINANCIAL IMPACT:**

Approval of the proposed Contract would authorize spending of up to \$597,242 to replace the skylight at Liberty Hill Plaza. Funding in the amount of \$68,933 has been included within the Fiscal Year (FY) 2020-21 Capital Improvement Program Budget, center 1003, Program 000 within the accounts summarized below. Spending under the proposed contract is anticipated to occur as follows:

<b>Fiscal Year</b>	<b>Account 54010 (Maint. Svcs. – Buildings) Center 1900</b>	<b>Account 55010 (Parts &amp; Materials) Center 1003</b>	<b>Account 59010 (Maint. Svcs. – Equipment) Center 1003</b>	<b>Total</b>
FY 2020/21	\$ 0	\$ 34,729	\$ 34,204	\$ 68,933
FY 2021/22	\$ 150,826	\$ 216,198	\$ 161,285	\$ 528,309
<b>Total</b>	<b>\$ 150,826</b>	<b>\$ 250,927</b>	<b>\$ 195,489</b>	<b>\$ 597,242</b>

Future fiscal year funding will be requested to be approved by the Board as part of the annual budgeting process.

**CITY ATTORNEY:**

The Office of the City Attorney has reviewed and approved the contract as to form and legality.

DATE: MAY 12, 2021

PAGE 4 OF 4

SUBJECT: AWARD OF CONTRACT NO. 39944 TO FULL SPECTRUM, INC.

TRANSMITTALS:

1. Atrium Skylight Pictures
2. LABAVN Record for Bid No. F-1102
3. Contract No. 39944

FIS Approval: MB

CA Approval: SO



TIM CLARK  
Director of Port Construction & Maintenance



ANTONIO V. GIOIELLO, P.E.  
Deputy Executive Director

APPROVED:

*Marla Bleavins* For

EUGENE D. SEROKA  
Executive Director

Author: T. Lizada