



**THE PORT
OF LOS ANGELES**

Executive Director's
Report to the
Board of Harbor Commissioners

DATE: NOVEMBER 6, 2023

FROM: CONSTRUCTION AND MAINTENANCE

SUBJECT: RESOLUTION NO. _____ - AWARD OF CONTRACT NO. 40020 TO JT THORPE INDUSTRIAL, INC. FOR SCAFFOLDING RENTAL SERVICES

SUMMARY:

Staff requests approval of Contract No. 40020 with JT Thorpe Industrial, Inc. (JT Thorpe) of Phoenix, Arizona, for scaffolding rental services over a one-year period with two one-year renewal options. The amount of this contract shall not exceed \$735,000 for the initial year. If the two renewal options are exercised, \$455,000 will be authorized for the second year and \$350,000 for the third year. The total contract amount would not exceed \$1,540,000 over the three years if the renewal options are exercised. The City of Los Angeles Harbor Department (Harbor Department) will be financially responsible for the payment of expenses incurred under the proposed Contract.

RECOMMENDATION:

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

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. 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;
3. Approve Contract No. 40020 with JT Thorpe for a term of one year with two one-year renewal options with an annual compensation amount not to exceed \$735,000 in the first year; not to exceed \$455,000 in the first renewal option year; not to exceed \$350,000 in the second renewal option year; for a total compensation amount not to exceed \$1,540,000 if the renewal options are exercised and authorize said expenditures;
4. Authorize the Executive Director to execute and the Board Secretary to attest to the Contract; and
5. Adopt Resolution No. _____.

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DISCUSSION:

Background/Context – The present policy of the Construction and Maintenance Division (C&M) is that C&M staff should not erect scaffolds/elevated platforms (with the exception of Pile drivers who work under dock platforms). Erector work is contracted out to a certified platform erecting vendor who holds proper Contractor's License and meets Occupational Safety and Health Administration (OSHA)'s standards for scaffolding services and employs qualified people with the requisite knowledge and experience in that trade. C&M currently has several projects in Fiscal Year (FY) 2023-2024 that require the use of scaffolding rentals and services. Scaffolding service requests are received from various C&M shops for their projects as well as for vessel maintenance. These projects include the Pedestrian Deck at Berth 91-92, Re-Roofing at Berth 92 and 155A, Water Tank Repainting at Warehouse 1, and the Water Reserve Repainting project at the Harbor Administration Building (HAB).

Selection Process – C&M issued a purchase requisition for scaffolding rental services on June 7, 2023. The Contracts and Purchasing Division (CPD) released a Request for Bids (RFB) No. F-1178 on July 28, 2023. The RFB was advertised in the City of Los Angeles Regional Alliance Marketplace for Procurement (RAMPLA) and the Port of Los Angeles website.

Per statistics on RAMPLA, the bid was viewed by 27 unique companies (Transmittal No. 1). The bid document was downloaded by 15 unique companies (Transmittal No. 2). Two (2) vendors submitted bids for this contract opportunity by the August 18, 2023, deadline. CPD prepared a recap of the bid (Transmittal No. 3). JT Thorpe was the lowest responsive bidder. Therefore, staff recommends approval of the award of Contract No. 40020 (Transmittal No. 4) to JT Thorpe.

ENVIRONMENTAL IMPACT:

The proposed action is approval of a contract with JT Thorpe for scaffolding rental services, which is an administrative action. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the proposed Contract No. 40020 authorizes the purchase of scaffolding, rentals, and services in the amount of \$735,000 the first year, \$455,000 the second year, and \$350,000, the third year for a total contract amount of \$1,540,000.

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Funding for Fiscal Year 2023/24 in the amount of \$735,000 has been budgeted within the Capital Improvement Program (CIP) and Maintenance Improvement Program (MIP) budgets. Spending under the proposed Contract is expected to occur as follows:

Fiscal Year	Capital Improvement Program	Maintenance Improvement Program	Total Amount
2023/2024	\$235,000	\$500,000	\$735,000
2024/2025	\$55,000	\$400,000	\$455,000
2025/2026	\$50,000	\$300,000	\$350,000
Total Cost	\$340,000	\$1,200,000	\$1,540,000

Funding for future fiscal years will be requested as part of the annual budget adoption process, subject to Board approval. The Harbor Department's obligation to pay any amount hereunder for any City fiscal year after the current fiscal year is contingent upon the Harbor Department's appropriation of funds for that purpose. The Harbor Department's fiscal year ends on June 30 of each calendar year. Accordingly, anything to the contrary notwithstanding, the Harbor Department may terminate this contract and future monetary obligations hereunder as of the end of any fiscal year.

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CITY ATTORNEY:

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

TRANSMITTALS:

1. C&M_Bid No. F-1178 Views
2. C&M_Bid No. F-1178 Downloaded
3. Recap of Bid No. F-1178
4. Contract No. 40020, Formal Bid No. F-1178

FIS Approval: MB

CA Approval: SO



TIM CLARK
Director of Port Construction and Maintenance



DINA ARYAN-ZAHLAN, P.E.
Deputy Executive Director
Development

APPROVED:

Marla Blevins For

EUGENE D. SEROKA
Executive Director