



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center & Gardens
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MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: May 3, 2017

SUBJECT: **Agenda Item VI (f): Consideration of resolution authorizing a contract with Danny Letner Inc. DBA Letner Roofing Co. for roof work at King Gillette Ranch Mansion.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing a contract with Letner Roofing for roof work at King Gillette Ranch in an amount not to exceed \$45,100.00.

Background: Periodic roof replacement is a necessary facility capital improvement that protects structures for continued public use. At King Gillette Ranch, many of the buildings are in need of major repair or whole replacement. In March MRCA staff issued a public Request for Bids for major roof repair work for the Mansion building. Two contractors submitted bids.

Section 3.2(c) of the MRCA's Purchasing and Contracting Procedures states that all construction and improvement contracts in excess of \$25,000 must be approved by the Governing Board. Staff reviewed the bids, called bidder references, reviewed past completed projects, and conducted a phone interview with Letner Roofing, and found them to be the lowest responsive, responsible bidder in accordance with Public Contract Code section 20815 *et seq.* The full list of bids and Letner Roofing's bid form are attached.

Consideration: The bid from Letner Roofing is \$41,000. Staff recommends that the Board approve 10% more than the bid amount to allow for contingencies and conditions that may not be evident via a visual inspection of the building, for a not to exceed total of \$45,100.00.

Fiscal Impact: Funding for the contract comes from an existing grant for capital improvements at King Gillette Ranch and secured funding for maintenance from Los Angeles County. The expenditure was anticipated in the FY 16/17 budget and the grant budget. Staff time to coordinate the work will be paid from maintenance funds and this is already anticipated in the FY 16/17 budget.

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If the roof is not rehabilitated, MRCA would need to close off the building for safety reasons and significant damage to the building would surely result from future storms. In addition to permanently damaging a historic resource, these measures would reduce or eliminate the possibility of Special Use Permits for the Mansion and the associated general fund revenue.