

TONY M. ROYSTER  
GENERAL MANAGER  
AND  
CITY PURCHASING AGENT



ERIC GARCETTI  
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April 16, 2020

Honorable City Council  
City of Los Angeles  
c/o City Clerk  
Room 395, City Hall  
Los Angeles, CA 90012

Attention: Armando Bencomo, Legislative Assistant

**REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE  
A BRIDGE HOUSING FACILITY LEASE WITH HOPE OF THE VALLEY RESCUE MISSION**

The Department of General Services (GSD) requests authority to negotiate and execute a new provider lease with Hope of the Valley Rescue Mission (HVRM), for property located at 7700-7798 Van Nuys Boulevard, Van Nuys, CA 91491 to operate a temporary bridge housing facility.

**BACKGROUND**

On October 25, 2019, City Council adopted a motion (C.F. 19-1307) instructing City staff to evaluate and determine if this site was suitable for a use as a temporary bridge housing facility. Subsequently, the City's Homeless Coordinator requested GSD proceed with the negotiation of a 36-month lease agreement with Hope of the Valley Rescue Mission for the use of the site.

The proposed project consists of a temporary change in use from a train station surface parking lot to a temporary 30,000 square foot (sf) Bridge Housing emergency homeless shelter. The site property is located on a portion of 7724 Van Nuys Blvd. The project site consists of one City-owned lot approximately 45,963 sf currently used as an existing surface parking lot and a portion of the adjoining DWP maintenance yard that is approximately 5,500 sf.

The project design includes up to a 10,800 sf pre-tensile membrane structure with approximately 100 beds, an 1,080-sf hygiene trailer, a 960 sf administration/intake trailer, a repose garden, bin storage area, waste and recycling area, 3,500 sf of elevated deck with stairs and ramps, and an outdoor pet area and general open space.

The Bureau of Engineering (BOE) is managing the construction of the project with an estimated opening date of June 2020.

**TERMS AND CONDITIONS**

The lease will commence upon the approval and issuance of a Certificate of Occupancy and expire 36 months from final sign offs. Additional terms and conditions are outlined on the attached term sheet.

**BUILDING MAINTENANCE**

The CAO has established a dedicated Capital Improvement Expenditure Program (CIEP) maintenance fund under CF18-0628 for major building and site systems such as structural, foundation, sewer, roof, HVAC, plumbing, electrical and fire life safety systems. HVRM will provide daily maintenance and repairs through its operational funds.

**SHELTER SERVICES**

The City, through the Los Angeles Homeless Services Authority (LAHSA), identified HVRM as the service provider to manage and operate the site with experienced staff and security personnel. Hope of the Valley Rescue Mission is a 501(c)3 non-profit organization and non-profit provider of comprehensive services to the homeless population. It provides housing, employment and counseling services, and treatment for mental and physical health problems.

**ENVIRONMENTAL**

This site is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Article 19, Sections 15301 Class 1 (h); 15304, Class 4(a)(b)(e); and 15332 Class 32; as well as City of Los Angeles CEQA Guidelines, Article III, Section 1, Class 1 (8)(12); and Class 4(1)(3)(6); as set forth in the Notice of Exemption.

**COMMUNITY BENEFIT ANALYSIS**

Inasmuch as 'A Bridge Home' is a City program formed to facilitate temporary housing and social services for homeless individuals, the proposed lease, being necessary for implementation of the subject 'A Bridge Home' project, does not require further analysis of community benefits in support of the lease.

**FUNDING**

On December 13, 2019, the City Council approved a motion (C.F. 19-1307) to allocate \$1,661,000 from the Reserve Fund to complete the project design and purchase the tension membrane structure and modular trailers for the site. The motion also instructs the CAO to reimburse the Reserve Fund loan upon receipt of the City's State of California (State) Homeless Housing, Assistance, and Prevention Program (HHAP) grant award.

The City expects to receive \$117,562,500 from the State of California Homeless Housing, Assistance, and Prevention Program (HHAP) grant; however, these funds are not anticipated to be available until second quarter 2020. The State Business, Consumer Services, and Housing Agency, the agency that administers HHAP, has confirmed that pre-award capital and operational costs may be reimbursed with HHAP.

Upon receiving HHAP grant funds, the City Administrative Officer (CAO) will request that Council allocate funding for Operation Costs, Furniture, Fixtures and Equipment and the remainder of construction costs from HHAP and County Measure H revenue.

FISCAL IMPACT

There is no additional General Fund anticipated impact provided the grant funding repays for the authorized reserve fund loan for the project. Total construction and operations costs will be determined and presented to Council with the understanding all costs of the project will be fully offset by the grant funds.

RECOMMENDATION

That the Los Angeles City Council, subject to the approval of the Mayor, authorize the Department of General Services to negotiate and execute a lease with Hope of the Valley Rescue Mission at 7700-7798 Van Nuys Boulevard Avenue for use as a temporary bridge housing facility under the terms and conditions as substantially outlined in this report.

A handwritten signature in black ink, appearing to read "Tony M. Royster", is written over a horizontal line.

Tony M. Royster  
General Manager

Attachment

# LEASING TERM SHEET

Agenda Item No. 5

MFC DATE

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LANDLORD

ADDRESS

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TENANT

ADDRESS

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LOCATION

AGREEMENT TYPE

USE

SQUARE FEET

TERM

RENT START DATE

LEASE START DATE

OPTION TERM

HOLDOVER

SUBLET/  
ASSIGNMENT

TERMINATION

RENTAL RATE

ESCALATION

RENTAL ABATEMENT

ADDITIONAL RENT

PROPERTY TAX

OPEX

CAM

OTHER	None
SECURITY DEPOSIT	None
MAINTENANCE/ REPAIR	<input type="text" value="Tenant"/>
MAINTENANCE/ REPAIR DETAILS	<p>Tenant shall repair and maintain all Building Systems and Improvements - plumbing, HVAC, electrical, fire life safety within the Premises.</p>
TENANT IMPROVEMENTS	<p>None. City shall build and construct the Premises per the approved plans and subject to a Certificate of Occupancy.</p>
PARKING	<input type="text" value="Subject to availability"/>
UTILITIES	<input type="text" value="Operator shall be responsible for all utilities"/>
CUSTODIAL	<input type="text" value="Operator shall be responsible for all custodial"/>
SECURITY	<input type="text" value="Operator shall be responsible for security including equipment"/>
PROP 13 PROTECTION	<input type="text" value="City is Exempt"/>
INSURANCE	<input type="text" value="Tenant shall indemnify and hold harmless the City"/>
OTHER:	<p>Early Possession: If a temporary Certificate of Occupancy is obtained and approved, Licensee shall have 20 business days to move personal property and equipment onto the Premises subject to City rules and regulations.</p> <p>City's Repair and Maintenance Obligations: City shall repair and maintain Building Systems limited to Tent Structure, Trailers, HVAC and Fire Life Safety Systems for Preventative Maintenance and under Manufacturer's Warranty, to be further defined in the Lease.</p>