

MUNICIPAL FACILITIES COMMITTEE
Minutes from the Special Meeting of July 28, 2022

MEMBERS: Matthew W. Szabo, Office of the City Administrative Officer, Chair (CAO)
Matias Farfan, Chief Legislative Analyst (CLA)
Jeanne Holm, Office of the Mayor (Mayor)

The meeting was called to order at 10:01 a.m.

No General Public Comment.

Item 2 Report from the Department of General Services (GSD) requesting approval of a new space assignment for the Community Investment for Families Department on the fourth floor (suites 410 and 420) of the Garland Building, located at 1200 West 7th Street.

Disposition: Approved.

Matthew Szabo, CAO, requested that Item No. 2 be taken out of order, to precede Item No. 1.

Jeanne Holm, Mayor, asked to confirm whether sufficient funding has been reserved to address the Garland tenant improvements. Kay Ha, CAO, responded that approximately \$800,000 in uncommitted funds will be available for Garland restacking. Ms. Holm inquired whether the telecommuting plan for Community Investment for Families Department (CIFD) has been reviewed and approved by the Personnel Department. Matt Szabo, CAO, responded by indicating the citywide telecommuting plan is in the process of negotiation, which does not preclude City departments from implementing their own telecommuting policy in the interim. Mark Lopez, GSD, added that CIFD has a telecommuting plan in place, which has been shared with the Employee Relations Division of the CAO.

Item 1 Minutes of the June 30, 2022 Meeting.

Disposition: Approved without discussion.

Item 3 Report from GSD relative to a temporary space assignment for the Civil Human Rights and Equity Department (CHRED) in the Los Angeles Mall Space No. 23.

Disposition: Noted and filed.

Ms. Holm asked how long CHRED would be housed in the temporary space. Bernyce Hollins, CAO, indicated the time to activate the permanent space may be at least one year. Ms. Holm inquired if CHRED has sufficient funding for communications costs associated with relocation. Ms. Hollins responded that CHRED has not identified a need for additional funding.

Item 4 Quarterly report from the Office of the City Administrative Officer (CAO) on City space assignments and associated tenant improvement projects as part of the City's Space Optimization Program.

Disposition: Approved without discussion.

Item 5 Report from GSD requesting authority to negotiate and execute a new lease agreement with Mothers in Action, Inc. to operate a parking lot located at 3320-3322 West 50th Street and 5000-5010 South Crenshaw Boulevard.

Disposition: Approved.

Ms. Holm commented that the lease rate is rather low and asked if the City anticipates generating parking revenue. Alecia Simona, GSD, responded that parking meters will be installed and revenue generated will be directed to the Department of Transportation. Ms. Simona further clarified that there is interest and support from the community in developing this project.

Matias Farfan, CLA, inquired about the time requirement for development of the parking lot. Ms. Simona responded that the property is currently a vacant lot, and Destination Crenshaw will incur all costs for the build out. Joanne Kim, Council District Eight, advised that construction is scheduled for completion by February 2023.

Item 6 Report from Bureau of Engineering (BOE) requesting authority to proceed with pre-design and design activities to repair and provide necessary infrastructure to co-locate the Bureau of Street Services and the Department of Recreation and Parks at the Southeast Yard Reconstruction project located at 4206 South Main Street.

Disposition: Approved.

Ms. Holm inquired about the availability of future Quimby funds to address the project shortfall. Asatur Keymetlyan, BOE, commented that the Department of Recreation and Parks is partner on the project and the Department has currently committed approximately \$2 million in Quimby funds. Ms. Holm asked about the availability of insurance funds from the fire accident. Bernyce Hollins, CAO, stated the City is self-insured and she was not aware of any potential reimbursements or offsets. Ms. Hollins added

clarification that as the scope of project and details are being defined, and if there is an opportunity for to assign additional contributions of Quimby funding, the program management team would pursue those options.

Item 7 Report from Los Angeles Department of Building and Safety (LADBS) requesting authority to deviate from City Workplace Space Standards, as part of the tenant improvement project authorized for space assigned to the Department on the eighth floor of 201 North Figueroa Street.

Disposition: Approved.

Ms. Holm asked about whether labor groups had been consulted in this matter. John Weight, LADBS, confirmed contact was made and he was not aware of any subsequent issues being raised. Ms. Holm further inquired whether granting the current space deviations would require offering the same options to other departments that utilize the same position classifications. Ms. Hollins clarified that the work needs, not the position classification, serve as the basis for consideration of space standards deviation.

Mr. Szabo, CAO, commented that he is supportive of flexibility to meet each department's operational needs. The justification for management staff spaces is not unique to LADBS.

Item 8 Report from LADBS requesting temporary space assignment of the Conference Center located on the fifth floor of 221 North Figueroa Street Tower, for use as a swing space by the LADBS Permit and Engineering Bureau during the remodeling project authorized for the eighth floor of the 201 North Figueroa Street Tower.

Disposition: Item continued to the next meeting.

Ms. Holm asked if there is anticipated need for the conference center. Ms. Hollins responded that some of the department occupants may be impacted such as Department of Aging, which utilizes the conference center space throughout the year. Ms. Hollins recommended the assignment of a portion of the conference center and delay consideration of the assignment of full use of the conference center until other departments can be contacted to discuss accommodations and vet future impact.

Ms. Ha, added that the portion of the conference center, which Ms. Hollins has referenced, is currently assigned to Accessible Housing Unit and used for a telecommuting space. Computers would need to be relocated prior to LADBS move in.

Mark Lopez, GSD, commented that the Department of Aging has the large conference room booked from October 2022 through mid-January 2023, which should be considered. The computer assets located throughout conference room belong to Housing, and GSD will coordinate relocation of those items to available data ports within Housing's existing space.

Anamae Yutan, LADBS, stated that LADBS has unused conference room space available within LADBS that may be suitable for the meeting space needs of the Department of Aging. She concluded that a discussion between CAO and Department of Aging is necessary to resolve any concerns.

Mr. Weight indicated the LADBS project is slated to begin construction in December 2022. Ms. Yutan requested MFC approval of the use of a designated swing space as soon as possible.

Mr. Szabo requested a report back to the next MFC.

Item 9

Report from BOE on projected cost escalation for City construction projects and proposed funding strategy.

Disposition: Approved with Discussion.

Matias Farfan, CLA, commented about the inflation clause and its impact on grant-funded agencies and projects. Richard Louie, BOE, indicated the department will look into this issue of impact. Mr. Farfan asked about the inflation clause and its impact on projects preliminarily approved. Mr. Louie responded that BOE and CAO are currently working to identify and assess projects in the construction phase or beginning construction in next fiscal year

Mr. Szabo commented about BOE's analysis of concrete sidewalk projects based upon bids by outside contractors and inquired about the cost of City workforce completing the concrete sidewalk projects. Jose Fuentes, BOE, stated that the BOE study of price increases included labor and materials.

Mr. Szabo asked if BOE's consultants have forecasted or assessed the potential impact of incoming federal money from the recently passed infrastructure bill and the anticipated increased state and local government demand for materials. Julie Sauter, BOE, indicated that she is speaking with BOE consultants who have identified this as a concern going forward. BOE will continue to monitor this issue with its consultants and report back to MFC.

Mr. Szabo requested BOE status report to MFC no later than January 2023, and transmittal of the current BOE report to Council. Ms. Hollins added

clarification that staff would be reporting to MFC in the upcoming months of potential impact to projects in construction or scheduled for construction in the current fiscal year.

- Item 10** Report from the General Services Department (GSD), in conjunction with Los Angeles Police Department (LAPD), requesting authority to proceed with a proposed security installation of fencing and gates to secure access to the Los Angeles Mall outside of regular business hours.

Disposition: Continued.

- Item 11** Municipal Facilities Committee to consider a determination in accordance with AB 361 Section 3(e)(3) that, while the state of emergency due to the Covid-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and/or state or local officials have imposed or recommended measures to promote social distancing, this legislative body has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the members to meet safely in person and/or state or local officials continue to impose or recommend measures to promote social distancing.

Disposition: Approved as read into the record.

The Meeting adjourned at 11:00 a.m.