

CITY OF LOS ANGELES  
CALIFORNIA

TONY M. ROYSTER  
GENERAL MANAGER  
AND  
CITY PURCHASING AGENT



KAREN BASS  
MAYOR

Agenda Item No. 8

DEPARTMENT OF  
GENERAL SERVICES  
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May 25, 2023

Matthew W. Szabo, Chair  
Municipal Facilities Committee  
200 North Main Street, Suite 1500  
Los Angeles, CA 90012

**NOTIFICATION OF SPACE ASSIGNMENT FOR  
TEMPORARY STORAGE SPACE FOR THE INFORMATION  
TECHNOLOGY AGENCY (ITA) AT LOS ANGELES MALL SPACE #18**

This Notification of Space Assignment serves to notify the Municipal Facilities Committee (MFC) that the Los Angeles Mall Space #18, located at 201 North Los Angeles Street, Los Angeles, California 90012 will be temporarily assigned to the Information Technology Agency (ITA) LA CityView Media Group (Channel 35) to use as an interim storage space for various television production and studio equipment.

Pursuant to Council File 96-0426, the Department of General Services (GSD) has the authority to assign up to 5,000 square feet (SF) to City Departments in City-owned space and provide notification to the Municipal Facilities Committee (MFC). The total square footage of the requested space is approximately 1,062 SF.

**BACKGROUND**

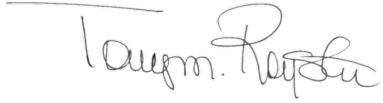
Channel 35 will utilize the Los Angeles Mall Space #18 previously occupied by Elite Cleaners. The 1,062 SF space will be used by Channel 35 to store and secure various television production and studio equipment for a period of one year while tenant improvements are completed at their Little Tokyo studio.

The Information Technology Agency has agreed to cover all associated costs (including space cleanup and fixtures removal) and will transfer funds to the Department of General Services to do the work. There is no additional impact on the General Fund at this time.



**RECOMMENDATION**

That the Municipal Facilities Committee note and file this Notification of Space Assignment report.

A handwritten signature in black ink, appearing to read "Tony M. Royster". The signature is written in a cursive style with a horizontal line above the first few letters.

Tony M. Royster  
General Manager