

CITY OF LOS ANGELES

CALIFORNIA



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Agenda Item No. 5

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

REQUEST FOR SPACE ASSIGNMENT OFFICE SPACE FOR COUNCIL DISTRICT 10 AT 5213 W. PICO BOULEVARD, LOS ANGELES, CA 90019

Council District 10 (CD10) requests assignment of a City-owned office building, which is approximately 6,553 square feet (sf), located at 5213 W. Pico Boulevard, Los Angeles, CA 90019. The building was recently leased to a non-profit organization whose service contract with the City has expired and is not being renewed at this time.

CD10 will fully utilize the office building as-is for their district office to provide neighborhood and constituent services including coordination for graffiti removal and bulky item pickup, tenant issues, small business concerns as well as other City services.

BACKGROUND

This building was formerly occupied by the non-profit, 1736 Family Crisis Center (1736), as a Family Source Center under a service agreement (C-132713) with Community Investment for Families Department (CIFD). The lease term was co-terminus with the service agreement which ended June 30, 2023. Since this agreement with CIFD is not being renewed, 1736 has moved out of the premises as of June 30, 2023.

In July 2021, under a previous administration, CD10 established a field office under a sublease agreement (C-138502) with the Los Angeles Metropolitan Transportation Authority (MTA) located at 3695-3699 Crenshaw Boulevard, Los Angeles. This lease expired June 30, 2023. MTA did not renew their lease at this location and a direct lease with the landlord was not an option as the landlord has other planned uses for this space.

Council District 10 has identified 5213 W. Pico Boulevard as a suitable site to relocate their field office. The location is ideal for communicating with area constituents as well as the surrounding business community.



FISCAL IMPACT

CD10 has agreed to cover all associated costs to move their office from their Crenshaw space to this office, including space clean up, moving, communications, as well as office furniture. They will coordinate and transfer funds to ITA for communications costs. Funding for other costs will be requested in an upcoming Financial Services Request (FSR). This will include annual costs for custodial of \$11,004, utilities of \$7,500 and maintenance of \$21,493.

There is no additional impact on the General Fund at this time.

RECOMMENDATION

That the Municipal Facilities Committee approve the Request for Space Assignment for Council District 10 at 5213 W. Pico Boulevard for use as a district field office.



Tony M. Royster
General Manager