

CITY OF LOS ANGELES

CALIFORNIA



KAREN BASS
MAYOR

Agenda Item No. 3

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT

DEPARTMENT OF
GENERAL SERVICES
ROOM 701
CITY HALL SOUTH
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LOS ANGELES, CA 90012
(213) 928-9555
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October 30, 2025

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

Attention: Adam Lid, Legislative Assistant

**REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE A LEASE AGREEMENT
WITH HOLLIDAY'S HELPING HANDS FOUNDATION
AT 826-828 EUBANK AVENUE, WILMINGTON, CA 90744 TO OPERATE
A BRIDGE HOUSING FACILITY**

The Department of General Services (GSD) requests authority to negotiate and execute a new lease agreement with Holliday's Helping Hands Foundation (Lessee), for the property located at 826-828 Eubank Avenue, Wilmington, CA 90744 to operate a temporary bridge housing facility in Council District 15 (CD15). The subject property is owned by the Los Angeles Harbor Department, also referred to as the Port of Los Angeles (Port).

BACKGROUND

On July 3, 2018, City Council adopted a motion (C.F. 18-0651) instructing City staff to evaluate and determine if this site was suitable for use as a temporary bridge housing facility. The Council action was part of the City's homelessness response strategy to expand interim housing capacity Citywide. The site was identified due to its accessibility, available space, and ability to quickly accommodate temporary housing structures and supportive services and addressed the urgent need for transitional accommodations for unhoused individuals in the Harbor area.

Port Revocable Permit No. 18-16 was executed on December 19, 2019 but effective June 22, 2020 as it was subject to a Certificate of Occupancy. It authorized the City to occupy the premises at zero cost which included improved land and an existing building structure. A revised agreement, RP 23-11 provides for a 42-month term which shall expire on February 28, 2027. This location is subject to State Tideland restrictions which limit the duration of non-maritime uses on Port property. Program demobilization is scheduled to begin in February 2026, with deconstruction of the temporary housing facility anticipated to start in August 2026. The property is expected to be fully returned to the Port by February 28, 2027.

The approximately 47,233 square-foot premises include a membrane structure with approximately 100 beds, hygiene trailers, administrative trailers, food preparation/service/dining areas with shade structures, a storage-bin area, bike racks, an outdoor pet area, and general open space. The site operates 24 hours a day, seven days a week by Lessee in accordance with the Los Angeles Homeless Services Authority (LAHSA) Services Contract.

The Lessee was selected as the new service provider, to assume operations of the program at this site. Holliday's Helping Hands Foundation was selected through LAHSA's Request for Proposals (RFP) process.

SHELTER SERVICES

The service provider, Holliday's Helping Hands Foundation, a 501(c)(3) nonprofit organization, will staff the facility with experienced personnel and provide 24/7 on-site security. Holliday's Helping Hands delivers interim housing, supportive services, and case management with the goal of transitioning participants into permanent housing.

TERMS AND CONDITIONS

The zero-rent lease will commence retroactive to July 1, 2025 for a six-month term, and thereafter continue on a month-to-month basis at the City's discretion. The City retains the unilateral right to terminate the lease with thirty (30) days' written notice. A complete list of terms and conditions are provided in the attached Term Sheet.

BUILDING MAINTENANCE, UTILITIES AND LANDSCAPING

The Lessee shall be responsible for all custodial services, routine maintenance, and minor repairs, including but not limited to electrical beyond the main switchgear, HVAC, plumbing fixtures, landscaping, all utilities, and security. The City shall be responsible only for specified major building system components, as outlined in the lease.

ENVIRONMENTAL

Previously, on July 2, 2025, the Mayor concurred with the City Council's determination of the CAO report dated June 12, 2025 (C.F. 23-1022-S16) that the funding allocation, lease or similar agreement, change in service provider, and operation of the Bridge Housing/low barrier navigation center at 828 Eubank Drive is statutorily exempt from the California Environmental Quality Act (CEQA) under PRC Section 21080.27.5, applicable low barrier navigation centers and Government Code Section 8698.4(a)(4) governing homeless shelter projects under a shelter crisis declaration.

FUNDING

In the CAO's Fiscal Year 2025-26 Annual Homelessness Funding report (C.F. 23-1022-S16), \$3,248,500 of Homeless Housing, Assistance, and Prevention Round 5 (HHAP-5) funds were approved for the operations of 100 beds located at the 828 Eubank Ave. through June 30, 2026. Future year operations will be funded on a fiscal year basis, which is the standard City practice.

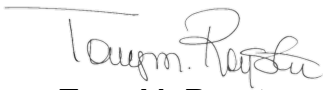
This is a no-cost agreement with Holliday's Helping Hands Foundation to operate the interim housing site.

FISCAL IMPACT

There is no immediate impact to the General Fund at this time. Funding for subsequent years of operations will be based on funding availability.

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 agreement with Holliday's Helping Hands Foundation for the property located at 826-828 Eubank Avenue, Wilmington, CA 90744, to operate a temporary bridge housing facility under the terms and conditions as substantially outlined in this report.



Tony M. Royster
General Manager

Attachment: Term Sheet

LEASING TERM SHEET

MFC DATE	October 30, 2025
LANDLORD	City of Los Angeles
ADDRESS	111 1 st Street, Los Angeles, CA 90012
TENANT	Holliday's Helping Hands Foundation, a 501(c)(3) nonprofit
ADDRESS	17420 South Avalon Blvd., Suite 101, Carson, CA 90746
LOCATION ADDRESS	826- 828 Eubank Avenue, Wilmington, CA 90744
USE	Bridge Housing Facility
SQUARE FEET	47,233 SF
EARLY POSSESSION	None
TERM	Six months
LEASE COMMENCEMENT DATE	July 1, 2025
LEASE EXPIRATION DATE	December 31, 2025
RENT START DATE	N/A
RENT	None
AGREEMENT TYPE	Lease
RENT INCREASES	None
HOLDOVER	Month to Month
SUBLET/ ASSIGNMENT	No rights to sublet or assign without approval and consent.
RENEWAL OPTION	
NOTICE PERIOD	N/A

TERM	No renewal option – lease may continue on a month-to-month basis at City's discretion
DATES	N/A
OPTION RENT / ESCALATION	N/A – no renewal option
OPTION RENT - RENT SCHEDULE	N/A
RENT ABATEMENT	N/A
OPEX - CAM	Tenant responsible for all utilities, custodial, landscaping, security, routine maintenance, and minor repairs
LATE FEE	N/A
PROPERTY TAX	N/A
PROPERTY INS.	City is self-insured. Tenant required to maintain general liability insurance (\$1,000,000 per occurrence; \$2,000,000 aggregate)
ADDITIONAL RENT	N/A
PARKING - NUMBER OF PASSES	On-site parking included; no specific passes allocated
MONTHLY PARKING COST	None
SECURITY DEPOSIT	None
MAINTENANCE/ REPAIR: LANDLORD	Only major building systems as outlined in the agreement (e.g. main switchgear, exterior utility connections, other capital components)
MAINTENANCE/ REPAIR: TENANT	All custodial services, routine maintenance, and minor repairs, including electrical beyond the main switchgear, HVAC, plumbing fixtures, landscaping, and security
TENANT IMPROVEMENTS: ALLOWANCE/SCOPE	None – Premises accepted “as is”.
UTILITIES	Tenant responsible for all utilities
CUSTODIAL / LANDSCAPING	Tenant responsible for custodial services and landscaping

SECURITY

Tenant provides 24/7 on-site security

PROP 13

N/A

INSURANCE
(CITY)

City is self insured

INSURANCE
(OTHER PARTY)

- \$1,000,000 per occurrence / \$2,000,000 aggregate
- Coverage must include premises, contractual, personal injury, products, fire-legal liability, etc
- The City and its boards/commissions must be named as additional insureds
- Proof of insurance must be provided before possession and upon City's request

OTHER:

PRINT:

Katina Holliday, CEO

SIGNATURE:

