

CITY OF LOS ANGELES

CALIFORNIA



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MAYOR

Agenda Item No. 4

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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 FOR THE MAYOR'S OFFICE FAMILY JUSTICE CENTER AT THE LA MALL SPACES #22, 23, AND 23A

The Department of General Services (GSD) requests that the Municipal Facilities Committee (MFC) authorize the assignment of LA Mall Spaces #22, 23, and 23A to the Mayor's Office Family Justice Center for office space.

Pursuant to Council File 96-0426, 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). However, since this involves tenant improvements being funded from the Space Optimization Account, GSD is requesting MFC authorization to assign. The total square footage of the requested space is approximately 3,468 square feet (sf).

BACKGROUND

The Mayor's Office Family Justice Center is partnered with the Los Angeles Police Department and needs office space for staff who provide support to families experiencing varying forms of injustice. The space is expected to accommodate 25 workspaces which will include offices and cubicles, as well as confidential meeting rooms where individuals can meet with staff to receive assistance.

LA Mall Space #22 is approximately 1,730 sf, was last occupied by Quiznos, and was recently vacated. Space #23 is approximately 1,262 sf, was assigned to the Civil Human Rights and Equity Department (CHRED) as temporary office space while their nearby leased office was under construction. CHRED recently vacated the suite. Space #23A is approximately 476 sf, was vacated several years ago, and was last occupied by a food operator (DRNK).

Spaces 22 and 23A will require some tenant improvement work to convert them from restaurant and restaurant storage use into appropriate office space. Space #23 is currently used as an open office area. Extensive changes are not expected to be needed to connect the suites internally.



GSD is working with its Construction Forces Division (CFD) and the Bureau of Engineering (BOE) to help design the space and to determine cost estimates for the necessary work. The suite will also require ITA network cabling to prepare it for City staff. Exact estimates are unavailable at this time. However, GSD's Real Estate Services (RES) division will report back with those costs in an upcoming Space Optimization Report.

LA MALL AGING INFRASTRUCTURE

As separately reported in GSD's Report Back on the Activation of the LA Mall report, the infrastructure at the Mall is aging including the HVAC systems. There are also future water intrusion concerns from the aging waterproofing of the planters and courtyard areas above the mall. Full disclosure of these conditions have been shared with the Mayor's office and LAPD. To help mitigate potential damage to ceiling systems, it is proposed that an open ceiling design be incorporated into the tenant improvement work for this space.

When major water intrusion events occurred in other spaces within the Civic Center remediation and rebuilding costs have ranged from \$125K to \$160K.

MAINTENANCE AND CUSTODIAL

Vacant LA Mall suites are funded for neither ongoing maintenance nor custodial costs as they were intended for commercial tenant use, wherein the tenant was responsible for their own costs. As such, additional funding will be required for maintenance at \$4.25 per square foot or \$14,739 annually. Additionally, since these spaces may experience water intrusion during heavy rain events, funding for a Mold Survey Allowance in the amount of \$10,000 annually is also recommended for each space.

Maintenance Costs Breakdown:

Suite #		Sq.Feet	Maint/Sq Foot	Sub Total	HazMat Allowance	Suite Maint. Total
	LAPD Family Justice					
22	Former Quizno's	1730	\$4.25	\$7,352.50	\$10,000.00	\$17,352.50
23	Former CHRED	1262	\$4.25	\$5,363.50	\$10,000.00	\$15,363.50
23A	Former DRNK	476	\$4.25	\$2,023.00	\$10,000.00	\$12,023.00

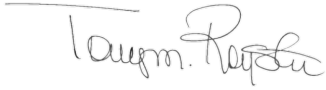
Custodial costs are estimated to be \$802 monthly or \$9,624 annually for service five days per week at the standard level provided at City buildings.

FISCAL IMPACT

Funding from the CTIEP Space Optimization budget will be used to cover the tenant improvement costs. The General Fund impact includes the ongoing annual maintenance and custodial costs which are estimated to be \$44,739 and \$9,624 respectively, and will need to be provided in FY 2025-26 and future fiscal years.

RECOMMENDATION

That the Municipal Facilities Committee approves the assignment of LA Mall Spaces #22, 23, and 23A for the Mayor's Office Family Justice Center as indicated in this 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

Attachment: Floor Plan

LA MALL – Space #22, 23, 24A –Family Justice Center

