

FRANK T. MARTINEZ
City Clerk

KAREN E. KALFAYAN
Executive Officer

When making inquiries
relative to this matter
refer to File No.

CITY OF LOS ANGELES
CALIFORNIA



JAMES K. HAHN
MAYOR

Office of the
CITY CLERK
Council and Public Services
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Los Angeles, CA 90012
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HELEN GINSBURG
Chief, Council and Public Services Division

03-2459-S1

PLACE IN FILES

JUN - 8 2005

DEPUTY

CD 9

May 25, 2005

Councilmember Perry
City Attorney (with blue sheet)
Department of General Services
Police Department

RE: PROPOSED LEASE RENEWAL FOR THE CONTINUED USE OF OFFICE SPACE AT 210
WEST TEMPLE STREET BY THE CITY ATTORNEY AND THE POLICE DEPARTMENT

At the meeting of the Council held May 24, 2005, the following action
was taken:

Attached report adopted..... X
Attached motion () adopted.....
Attached resolution adopted.....
Ordinance adopted.....
FORTHWITH.....
Motion adopted to approve communication recommendation(s).....

Frank L. Martinez

City Clerk
jr



22

5/24

File No. 03-2459-S1

TO THE COUNCIL OF THE
CITY OF LOS ANGELES

Your INFORMATION TECHNOLOGY AND GENERAL SERVICES COMMITTEE

reports as follows:

	<u>Yes</u>	<u>No</u>
Public Comments	<u>XX</u>	—

INFORMATION TECHNOLOGY AND GENERAL SERVICES COMMITTEE REPORT relative to a proposed lease renewal for the continued use of office space at 210 West Temple Street by the City Attorney and the Los Angeles Police Department (LAPD).

Recommendation for Council action:

AUTHORIZE the Department of General Services (GSD) to negotiate and execute a lease renewal for the continued use of office space at the Clara Shortridge Foltz Criminal Justice Center (CJC), 210 West Temple Street, by the City Attorney and the LAPD, as substantially described in the GSD report dated March 31, 2005 (attached to the Council file), subject to the review of the City Attorney as to form and legality.

Fiscal Impact Statement: The GSD reports that under the proposed lease renewal, the rent will increase from \$12,000 per year to \$60,000 per year.

Summary:

In its transmittal dated March 31, 2005, the GSD requests approval to negotiate and execute a lease renewal for the continued use of office space at 210 West Temple Street by the City Attorney and the LAPD. The GSD reports that City Attorney staff has occupied leased office space at the CJC before and after court appearances on a daily basis since July 1987. The most recent lease expired on June 21, 2002. On December 17, 2004, Council approved renewal of this 450 square feet for the City Attorney's use (Council file No. 03-2459). However, the County refused to move forward with this renewal when they realized that the City was actually utilizing a total of 2,334 square feet at this location.

The GSD further reports that over the years, the LAPD began sharing space with the City Attorney at the CJC. Programs were implemented to improve the process of the filing of criminal cases and to increase the efficiency of the use of officers' time in testifying in court cases. The County provided space to LAPD for these purposes without benefit of a lease nor any request for additional rent. However, in a letter dated January 5, 2005, the County Chief Administrator Office Real Estate Division requested confirmation from the GSD Asset Management Division (AMD) of all space being occupied by the City at CJC with the intent of revising its lease with the City to charge rent for all 2,334 square feet. Through a site visit with LAPD, AMD confirmed that this space is being fully utilized by the LAPD and the City Attorney.

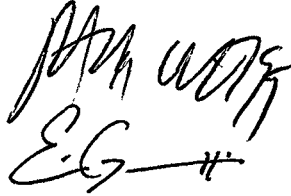
The GSD notes that both the City Attorney and the District Attorney sent letters supporting the presence of LAPD at this location.

The proposed lease renewal for all 2,334 square feet currently occupied at this location by the City Attorney and the LAPD is for \$5,000 per month, plus annual Consumer Price Index increases, for a term of five-years, with one five-year option to renew.

At a special meeting held April 27, 2005, the Information Technology and General Services Committee considered this matter and recommended that Council approve the recommendation of the GSD, as submitted in its report dated March 31, 2005. This matter is now forwarded to Council for its consideration.

Respectfully submitted,

INFORMATION TECHNOLOGY AND GENERAL SERVICES COMMITTEE

Handwritten signatures of committee members, including a large signature that appears to be "J. H. Weiss" and another signature below it.

RPT.
ADOPTED

MAY 24 2005

LOS ANGELES CITY COUNCIL

MEMBER
WEISS
PARKS
GARCETTI
AA
05/10/05
CD 9
#032459.1.wpd

VOTE
YES
ABSENT
YES

COUNCIL VOTE

May 24, 2005 11:07:41 AM, #3

Items for Which Public Hearings Have Been Held - Items 19-29

Voting on Item(s): 19-29

Roll Call

CARDENAS	Yes
GARCETTI	Yes
GREUEL	Yes
HAHN	Absent
LABONGE	Absent
LUDLOW	Yes
MISCIKOWSKI	Yes
PARKS	Absent
PERRY	Absent
REYES	Yes
SMITH	Yes
VILLARAIGOSA	Yes
WEISS	Yes
ZINE	Yes
*PADILLA	Yes

Present: 11, Yes: 11 No: 0

Council File No. 03-2459-S1

Q3-2459-S1

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LAPD

Department of General Services

ALVIN Y. BLAIN
GENERAL MANAGER

CITY OF LOS ANGELES
CALIFORNIA



JAMES K. HAHN
MAYOR

DEPARTMENT OF
GENERAL SERVICES
ROOM 701
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LOS ANGELES, CA 90012
(213) 485-5801
FAX NO. (213) 620-9149

March 31, 2005

Approved on 3/31/05 by
The Municipal Facilities Committee

City Council
City of Los Angeles
c/o City Clerk
Room 360, City Hall
Los Angeles, CA 90012

Attention: Alan Alietti, Legislative Assistant

CD9
REQUEST TO EXECUTE LEASE FOR OFFICE OF THE
CITY ATTORNEY AND POLICE DEPARTMENT AT THE
CRIMINAL COURTS BUILDING LOCATED AT 210 WEST TEMPLE STREET

The Department of General Services (GSD) requests authority to execute a lease agreement for the Office of the City Attorney and the Los Angeles Police Department (LAPD) at the Clara Shortridge Foltz Criminal Justice Center (CJC) building located at 210 West Temple Street, Los Angeles.

BACKGROUND

Staff from the Office of the City Attorney has occupied leased office space at the CJC before and after court appearances on a daily basis since July 1987. The most recent lease expired on June 21, 2002. On December 17, 2004, the City Council approved renewal of this 450 square feet for the City Attorney's use (C.F. 03-2459). The County refused to move forward with this renewal when they realized that the City was actually utilizing a total of 2,334 square feet at this location.

Over the years, LAPD began sharing the CA space. Programs were implemented to improve the process of the filing of criminal cases and to increase the efficiency of the use of officers' time in testifying in court cases. The County provided space to LAPD for these purposes without benefit of a lease nor any request for additional rent. In a letter dated January 5, 2005, the County Chief Administrator Office Real Estate Division requested confirmation from the

Information Technology and
General Services



AN EQUAL EMPLOYMENT OPPORTUNITY - AFFIRMATIVE ACTION EMPLOYER

APR - 5 2005



RECEIVED
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CITY CLERK
BY *Jc* DEPUTY

GSD Asset Management Division (AMD) of all space being occupied by the City at CJC with the intent of revising its lease with the City to charge rent for all 2,334 square feet. Through a site visit with LAPD, AMD confirmed that this space is being fully utilized by LAPD and CA.

LAPD staff assigned to CJC serves the following functions:

1) Liaison to both the County District Attorney's Office (DA) and the City Attorney's Office (CA) and operational support for the Fax Filing Program. The Fax Filing Program allows officers to file criminal cases by fax, resulting in timely arraignments of suspects, and prevents the officers from having to file the cases in person, allowing officers to be more productive elsewhere; more than 50% of the criminal cases are now filed through the Fax Filing Program;

2) The Court on Call (COC) Unit staff tracks cases in which officers are subpoenaed and monitors the check-in roster for the attorneys when an officer has multiple cases in trial on the same date. The COC also tracks the court cases on a daily basis so that officers can continue to work in the field and only come to court as needed;

3) LAPD Narcotic Liaison Unit puts up cases that are to be processed and submitted to the District Attorney for filing consideration.

Recently, the CA and the DA sent letters (see attached) supporting the presence of LAPD at this location. The City continues to pay the current rent on the initial 450 square feet on a month-to-month basis.

The new lease agreement will be as follows:


<u>Location</u>	210 West Temple Street
<u>Square Footage</u>	2,334 Square Feet
<u>Rate</u>	\$5,000 per month plus annual CPI increases
<u>Term</u>	Five (5) years with one (1) five-year option

Fiscal Impact

Under this new lease contract the rent will increase from \$12,000 to \$60,000, or an additional \$48,000, annually.

RECOMMENDATION

It is recommended that the Los Angeles City Council authorize the Department of General Services to negotiate and execute the lease renewal for office space at 210 West Temple Street, for use by the Office of the City Attorney and the Los Angeles Police Department, under the terms and conditions substantially as outlined above.



Alvin Y. Blain
General Manager

Attachments