


0150-09041-0002

TRANSMITTAL

TO Council	DATE 11-5-18	COUNCIL FILE NO. 08-1077-S1
FROM Municipal Facilities Committee		COUNCIL DISTRICT 13

At its meeting held on October 25, 2018, the Municipal Facilities Committee adopted the recommendations of the attached General Services Department (GSD) report, which is hereby transmitted for Council consideration. Adoption of the report recommendation would authorize GSD, on behalf of the Los Angeles Police Department (LAPD) and Public Works, Bureau of Street Services (BSS), to negotiate and execute a new license agreement with CIM/H&H Retail, LP/Andrews International for a LAPD and BSS substation located at 6801 Hollywood Boulevard, for a term of one year with automatic annual renewals concurrent with Andrews International's lease and a rental rate of \$0. The LAPD and BSS will co-locate in the 2,111 sq. ft. space which will be utilized as a logistical operations base for security and crowd control functions. There is no General Fund impact.



Richard H. Llewellyn, Jr.
City Administrative Officer
Chair, Municipal Facilities Committee

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT

CITY OF LOS ANGELES
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ERIC GARCETTI
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October 25, 2018

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

Attention: Leyla Campos, Legislative Assistant

**REQUEST AUTHORIZATION TO NEGOTIATE AND
EXECUTE A NEW LICENSE AGREEMENT FOR A LOS
ANGELES POLICE DEPARTMENT AND BUREAU OF STREET
SERVICES SUBSTATION AT 6801 HOLLYWOOD BOULEVARD**

The Department of General Services (GSD) requests authority to negotiate and execute a new license agreement with CIM/H&H Retail, LP/Andrews International for a Los Angeles Police Department (LAPD) and Bureau of Street Services (BSS) substation located at 6801 Hollywood Boulevard, Los Angeles, California, 90028, (Hollywood and Highland complex).

BACKGROUND:

On October 10, 2018, the City Council adopted a motion (C.F. 08-1077-S1), instructing GSD to negotiate a new lease at this location to support LAPD and BSS operations in the surrounding area. Under a previous Council action and lease agreement (C.F. 08-1077), LAPD has been utilizing this office suite since 2007 for on-site security and crowd control functions for special events held at the venue and surrounding Hollywood area. The lease authority expired on December 31, 2011 and has remained in holdover. The contract security company, Andrews International, holds the lease with CIM for the substation and licenses LAPD to share the station with their security staff.

As the level of crowd activity continues to increase, this new license agreement will continue to provide both LAPD and now BSS - (Investigation and Enforcement Division), with a logistical operations base for security and crowd control functions. The

BSS Investigation and Enforcement Division regulate the number of street performance permits issued. BSS co-location at this site with LAPD enhances coordination of permits and events between the two departments.

The office suite accommodates approximately 15 staff members. It has a front counter and the open floor plan allows eight-ten LAPD and five BSS staff members with adequate space for their respective operations. BSS will process a Communications Services Request at their cost to transition five of the phone lines from LAPD to BSS.

The proposed license agreement provides both City Departments with approximately 2,111 square feet of office space at no cost.

TERMS AND CONDITIONS:

The new terms and conditions are as follows:

LOCATION:	6801 Hollywood Boulevard, Los Angeles, California, 90028, Suite 169
LANDLORD:	CIM/H&H Retail, LP/Andrews International
USE:	Office space
SQUARE FEET:	Approximately 2,111
TERM:	One year
RENTAL RATE:	\$0
ESCALATIONS:	N/A
OPTIONS:	Automatic annual renewal concurrent with Andrews International lease
ADDITIONAL RENT:	N/A
SECURITY DEPOSIT:	N/A
UTILITIES:	N/A
PARKING:	Up to five parking spaces at no cost in designated area off alley
MAINTENANCE:	Landlord provides all maintenance to the suite

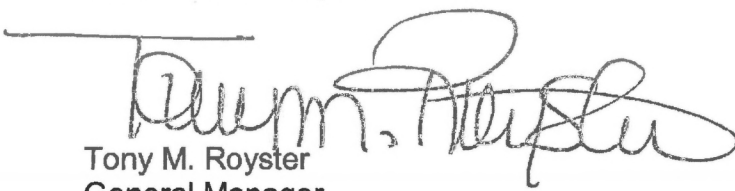
TENANT
IMPROVEMENT: None

FISCAL IMPACT:

There is no impact to the General Fund.

RECOMMENDATION:

That the Los Angeles City Council authorizes the Department of General Services to negotiate and execute a license agreement with CIM/H&H Retail, LP/Andrews International for LAPD and BSS for a substation located at 6801 Hollywood Boulevard, Suite 169, Los Angeles, California under the terms and conditions substantially as outlined in this report.


Tony M. Royster
General Manager