

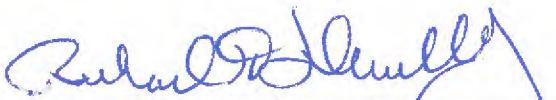
0220-05512-0001

TRANSMITTAL

TO Council	DATE 11-29-18	COUNCIL FILE NO.
FROM Municipal Facilities Committee		COUNCIL DISTRICT Various

At its meeting held on November 15, 2018, the Municipal Facilities Committee (MFC) 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 to negotiate and execute a new License Agreement with the Department of Water and Power (DWP) for the DWP-owned property located at 11839 Sherman Way for use as the Sherman Way Navigation Center Project and Day Labor Center. Sublicenses to designate site operators will be brought forward to the MFC and City Council for both the Sherman Way Navigation Center operations and Day Labor Center operations once the selection process is complete.

DWP is licensing the property to GSD at zero cost to the City. Capital improvements will be funded by a combined \$3,764,000 in Proposition HHH bond funds (\$2,871,000) and Capital Improvement Expenditure Plan (CIEP) funds (\$893,000). An additional \$400,000 in State of California Homeless Emergency Aid Program (HEAP) funds are pending Council consideration for commitment on the project (C.F. 18-1087). Any additional impact for operational costs associated with the sub-licensee agreements will be reported separately with funding to be requested as part of the Fiscal Year 2019-20 City Budget. This license agreement is subject to concurrence by the DWP Board.



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

CITY OF LOS ANGELES
CALIFORNIA

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT



ERIC GARCETTI
MAYOR

DEPARTMENT OF
GENERAL SERVICES
ROOM 701
CITY HALL SOUTH
111 EAST FIRST STREET
LOS ANGELES, CA 90012
(213) 928-9555
FAX No. (213) 928-9515

November 15, 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 WITH THE LOS ANGELES DEPARTMENT OF WATER AND POWER

The Department of General Services (GSD) requests authorization to negotiate and execute a license agreement with the Los Angeles Department of Water And Power (DWP) for the DWP-owned property located at 11839 Sherman Way, Los Angeles, California 91605 (Sherman Way) for the Sherman Way Navigation Center Project (Project).

BACKGROUND

In 1990, Sherman Way, also known as the North Hollywood Day Labor Center, was previously licensed by DWP to the Community Development Department – now known as the Employment Workforce Development Department (EWDD) – for the purpose of installing, operating, and maintaining a day laborer facility. The facility provides a safe place for low-income day laborers to find temporary work and to obtain critical job training and services. The center is currently run by the non-profit Youth Policy Institute through a sub-lease with the EWDD. The site is significantly underutilized with great potential for improvement and expansion of services to underserved people in the community. The original license with EWDD was for a term of three years and is expired.

On February 3, 2017, a motion (Council File: 17-0133) was adopted instructing the City Administrative Officer (CAO), with the assistance of the Bureau of Engineering (BOE), to develop a plan to expand the operations at the day laborer center site at Sherman Way. This includes services for the homeless and other underserved populations, including any construction designs necessary to accommodate the additional space required for the expansion.

On June 6, 2018, an amending motion was introduced instructing GSD to negotiate and execute a license with the Department of Water and Power to utilize this site for a day laborer center and for

homeless services. It includes a provision that allows GSD to sublicense the property to nonprofit organization(s) to provide services at the site.

Sherman Way contains two proposed components: a Day Laborer Resource Program Center, and a Homeless Navigation and Storage Center. Services will include helping homeless individuals find work, make the transition to stable housing and provide homeless storage & hygiene facilities. The Day Laborer Resource Program Center services will include providing a safe place for day laborers to organize and be hired in a dignified manner. The Homeless Navigation & Storage Center component of the Project will serve individuals, families, and youth experiencing homelessness by providing 120 storage bins, new restrooms and showers, a laundry facility, garden area and a case management space.

DWP advised GSD to concurrently obtain Council approval along with DWP's procedural board approval for their internal report. DWP's report was scheduled to go before their Board on October 23, 2018. The Department is awaiting confirmation of that action.

BOE is set to start construction in early 2019 to expand the site and upgrade it with restrooms, showers and storage facilities to accommodate both uses. An RFP has been released to select providers for both the Day Laborer Resource Program Center and the Homeless Navigation and Storage Center. Once the providers are selected, GSD will bring back two separate sub-license requests for the site operators to the Municipal Facilities Committee and Council for approval at a future meeting.

TERMS AND CONDITIONS

The license agreement will contain the following:

LOCATION:	11839 Sherman Way, Los Angeles, CA 91605
LANDLORD:	Los Angeles Department of Water and Power
USE:	Day Laborer Resource Program Center and Homeless Navigation and Storage Center
SQUARE FEET:	Approximately 30,236
TERM	5 years
OPTION TERM:	One 5-year option. Sub-licenses to run concurrent with the master license.
RENTAL RATE:	\$0 per year
ADDITIONAL RENT:	N/A
SECURITY DEPOSIT:	No security deposit required
UTILITIES:	All utilities will be paid by the sub-tenants and separately metered
PARKING:	Included

TENANT

IMPROVEMENTS:

All tenant improvements will be at the sole cost of the Tenant (City)

CUSTODIAL SERVICE:

All custodial services will be at the sole cost of the sub-tenants upon occupancy

MAINTENANCE:

City will provide maintenance of all structures and building systems, including foundation, roof, plumbing, electrical, sewer fire, life, safety. Sub-tenants to provide daily routine maintenance.

SITE CONSTRUCTION AND MAINTENANCE

Funding for the site preparation for the Project will be provided by Proposition HHH and the Capital Improvement Expenditure Program (CIEP) funds. GSD's Construction Forces Division will complete the construction.

The CAO advises that they will establish maintenance funds with Prop HHH bond interest proceeds for major building and site systems such as structural, foundation, sewer, roof, HVAC, plumbing and electrical systems and fire, life, safety.

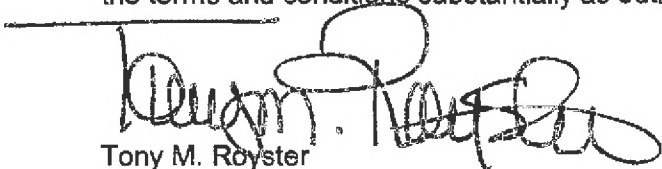
Daily routine maintenance will be provided by the sub-tenant.

FISCAL IMPACT

DWP provides the license agreement at zero cost to the City. Prop HHH funds bond interest proceeds will fund major maintenance, undetermined at this time.

RECOMMENDATION

That the Los Angeles City Council authorize the Department of General Services to negotiate and execute a new license agreement with the Los Angeles Department of Water and Power for the City-owned property located at 11839 Sherman Way, Los Angeles, CA 91605 for use as a Day Laborer Resource Program Center and Homeless Navigation and Storage Center under the terms and conditions substantially as outlined in this report.


Tony M. Royster
General Manager

Attachments

CD 2 NAVIGATION CENTER

Rev Date: 10/4/2018

Design and construct a new modular Homeless Service and Day Labor facility at DWP site along Sherman Way. The facility will provide storage, mobile hygiene facility, job training, Day Labor Facility and related offices.

WO #: E1908292		CD: 2		ROM		
Activity	Action By	Phase	Homeless Storage	Day Labor Office	Total Sto & DL	
Project Management & Other Direct Costs						
Project Mgmt.	BOE	PM	\$ 37,600	\$ 19,160	\$ 56,760	
Survey (BOE)	BOE	Design/Constr	\$ 10,000		\$ 10,000	
Environmental (BOE)	BOE	Design/Constr	\$ 5,000		\$ 5,000	
Geotech (BOE)	BOE	Design/Constr	\$ 9,400	\$ 4,790	\$ 14,190	
Geotech (Consultant)		Design/Constr	\$ 9,400	\$ 4,790	\$ 14,190	
B&S PC/Permit	Building & Safety	Design	\$ 28,200	\$ 14,370	\$ 42,570	
Other Permit Fees	Fire & Public Works	Design	\$ 4,700	\$ 2,395	\$ 7,095	
Planning Fees	Planning Dept.	Design	\$ -	\$ -	\$ -	
Arts Fee	Cultural Affairs	Design	\$ 18,800	\$ 9,580	\$ 28,380	
Quality & Standards	BOE	Bid & Award	\$ 2,500		\$ 2,500	
		Subtotal:	\$ 125,600	\$ 55,085	\$ 180,685	
Design						
BOE In-House Design		Design	\$ 188,000	\$ 95,800	\$ 283,800	
Consultant Support	BOE	Design	\$ 28,200	\$ 14,370	\$ 42,570	
		Subtotal:	\$ 216,200	\$ 110,170	\$ 326,370	
Construction						
Contractor (GC)	GSD Construction	Constr	\$ 1,880,000	\$ 958,000	\$ 2,838,000	
Contingency 10.0%	TBD	Constr	\$ 168,000	\$ 85,800	\$ 253,800	
Constr. Mgmt.	BOE	Constr	\$ 94,000	\$ 47,900	\$ 141,900	
BCA - Inspection	Bureau of Con. Admin.	Constr	\$ 75,200	\$ 38,320	\$ 113,520	
Bureau of Street Lighting	BSL	Constr	\$ -	\$ -	\$ -	
Bureau of Street Services	BSS	Constr	\$ -	\$ -	\$ -	
Dept. of Transportation	DOT	Constr	\$ -	\$ -	\$ -	
Information Tech. Agency	ITA	Constr	\$ -	\$ -	\$ -	
Utilities (Included in GC)	DWP Sewer, Storm	Constr	\$ -	\$ -	\$ -	
		Subtotal:	\$ 2,237,200	\$ 1,140,020	\$ 3,377,220	
Hygiene Trailers					\$ 357,000	
		Total:	\$ 2,579,000	\$ 1,305,275	\$ 4,241,275	
		Project Contingency:	\$ 256,837	\$ 129,761	\$ 386,599	
TOTAL PROJECT COST			\$ 2,835,837	\$ 1,435,036	\$ 4,627,874	
FUNDING:	Prop HHH				\$ 2,871,000	
	Other:				\$ 693,000	
TOTAL FUNDING					\$ 3,764,000	
FINDING SURPLUS/(SHORTFALL)					\$ (863,874)	

Note: Hygiene Trailer; cost not covered HHH

PREPARED BY:
Bureau of Engineering

RADFORD AVE.

HINDS AVE.

SHERMAN WAY

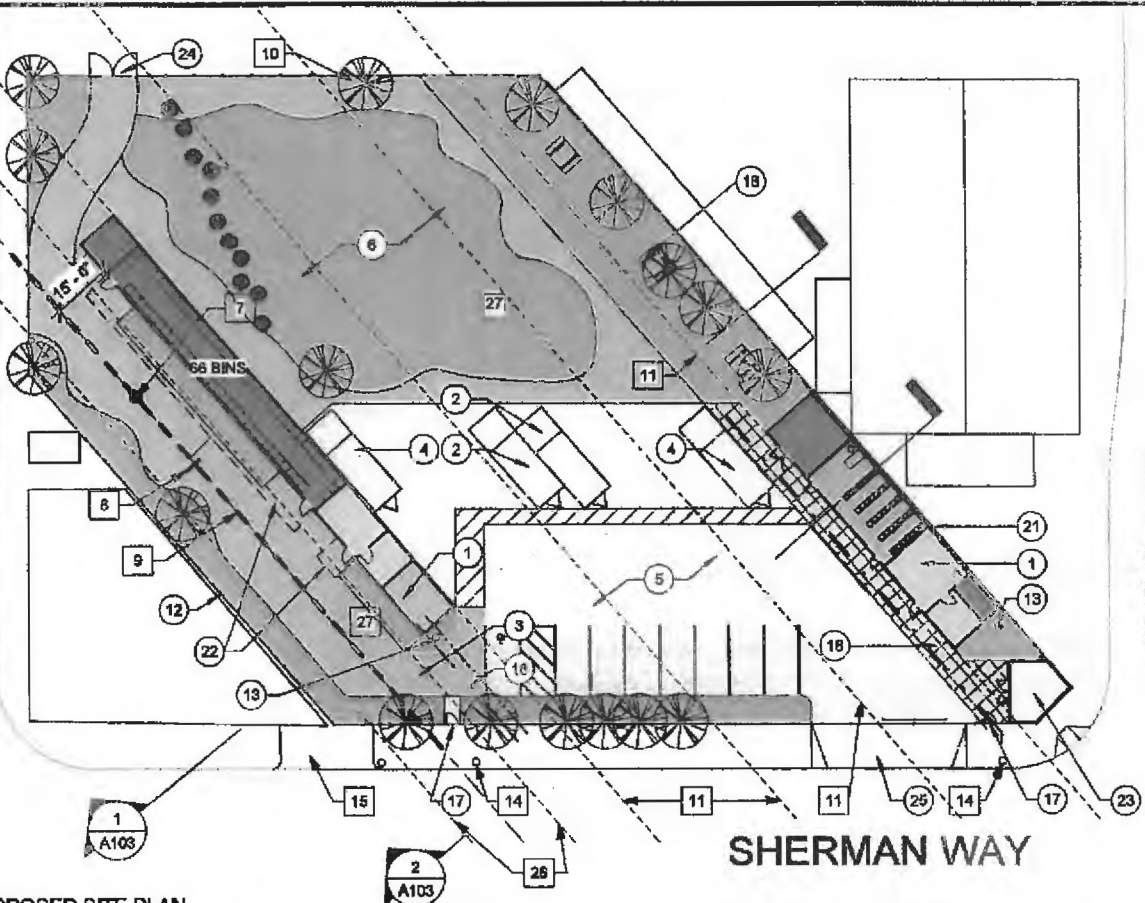
KEYED NOTES

- 1 NEW MODULAR BUILDING
- 2 NEW PORTABLE RESTROOMS
- 3 NEW QUEUE AREA
- 4 NEW PORTABLE SHOWERS
- 5 NEW STRIPED PARKING AREA
- 6 GARDEN AREA
- 7 EXISTING DWP SERVICE MANHOLE.
- 8 EXISTING DWP ABOVE GROUND PIPES.
- 9 5 FT. DIAMETER DWP UNDERGROUND WATER SUPPLY PIPE.
- 10 EXISTING TREES
- 11 DRIP LINE OF DWP TRANSMISSION POWER LINES ABOVE.
- 12 PROPERTY & FENCE LINE
- 13 NEW POWER POLE
- 14 EXISTING LIGHT POLE
- 15 EXISTING DRIVEWAY APRON
- 16 NEW PATIO AREA SEATS
- 17 NEW FENCE AND GATES
- 18 NEW WATER LINE
- 19 NEW WATER LINE
- 20 NEW WASTE LINE
- 21 NEW CMU FIREWALL
- 22 NEW SHADE AWNING
- 23 NEW TRASH ENCLOSURE
- 24 EXISTING GATE
- 25 NEW DRIVEWAY APRON
- 26 EXISTING DISTRIBUTION LINE
- 27 EXISTING POWER POLE


B PROPOSED SITE PLAN
1" = 30'-0"

LEGEND

	NEW LANDSCAPE AREA		NEW A.C. PAVING. APPROX. 6000 S.F.		CLASSROOM AREA
	NEW DECOMPOSED GRANITE		STORAGE AREA		BREAKROOM
	NEW PAVERS. APPROX. 920 S.F.		OFFICE AREA		



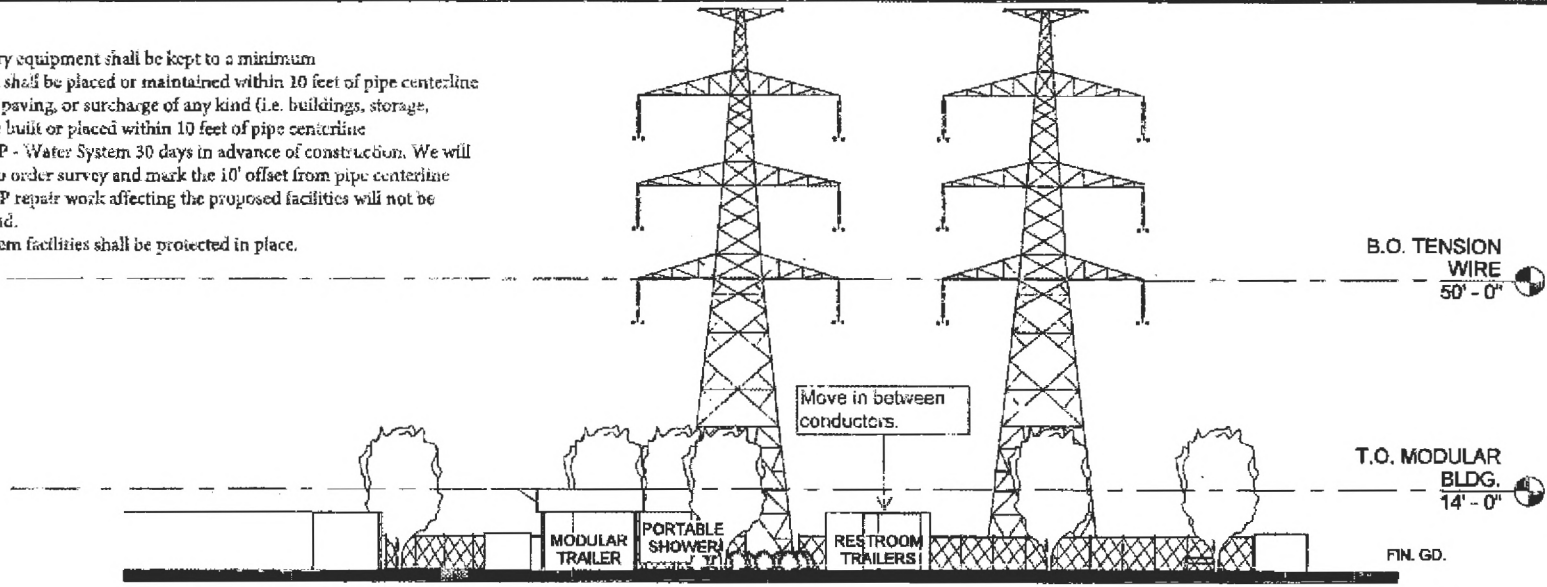
CITY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS
BUREAU OF ENGINEERING

ENGINEERING	
PROPOSED PLAN	
Project Number	A102
Date	2/14/2018
Drawn by	Author
Checked by	Checker
Scale: As Indicated	

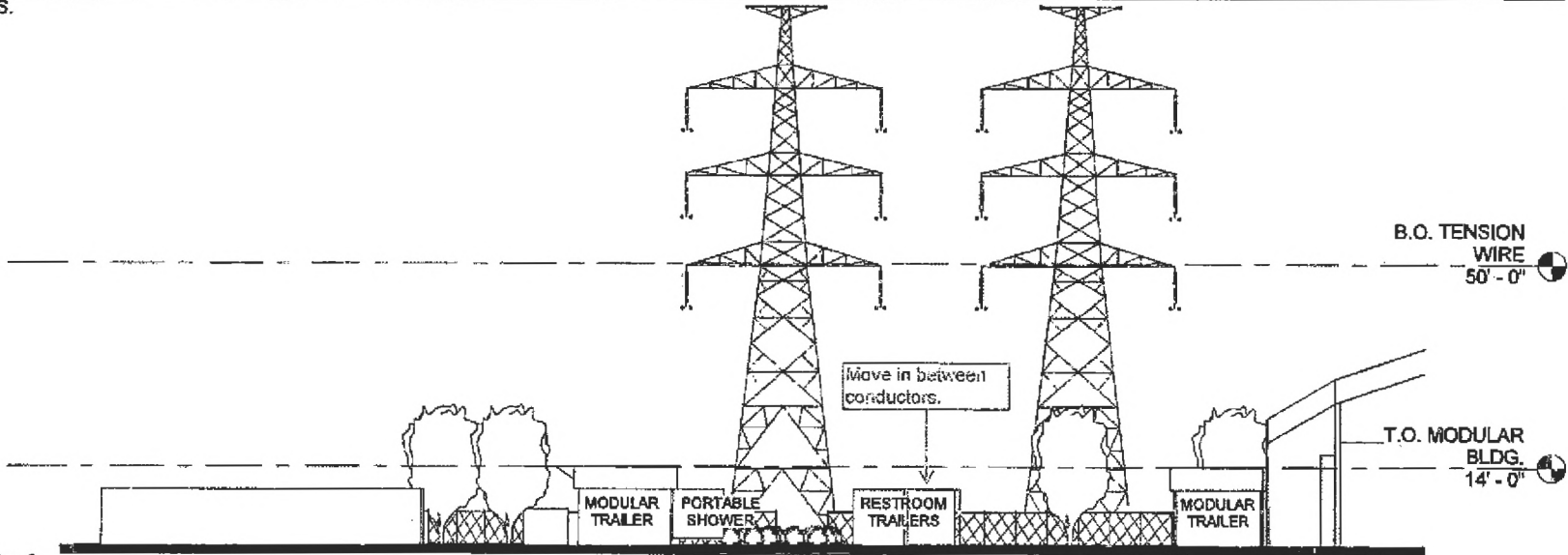
DAY LABORER HOMELESS STORAGE

11839 SHERMAN WAY
NORTH HOLLYWOOD, CA. 91805

- Use of vibratory equipment shall be kept to a minimum
 - No equipment shall be placed or maintained within 10 feet of pipe centerline
 - No structures, paving, or surcharge of any kind (i.e. buildings, storage, paving) can be built or placed within 10 feet of pipe centerline
 - Notify LADWP - Water System 30 days in advance of construction. We will use this time to order survey and mark the 10' offset from pipe centerline
- Future LADWP repair work affecting the proposed facilities will not be replaced in kind.
All Water System facilities shall be protected in place.



① Section 1
N.T.S.



② Section 2
N.T.S.

CITY OF LOS ANGELES
 DEPARTMENT OF PUBLIC WORKS
 BUREAU OF ENGINEERING
 CITY ENGINEER
 GARY LEE MOORE, PE, ENV SP

ENGINEERING	
<small>CITY OF LOS ANGELES</small>	
Project number	A103
Date	2/14/16
Drawn by	Auditor
Checked by	Checker
Scale 1" = 20'-0"	

SECTION

DAY LABORER HOMELESS STORAGE

11839 SHERMAN WAY
NORTH HOLLYWOOD, CA. 91605