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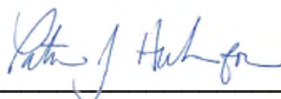
TO City Council	DATE 11-23-21	COUNCIL FILE NO. 21-0875
FROM Municipal Facilities Committee		COUNCIL DISTRICT 13

The attached report from the General Services Department (GSD) was approved by the Municipal Facilities Committee (MFC) on November 18, 2021 and it is hereby transmitted for City Council consideration.

Adoption of the report recommendations would authorize GSD to negotiate and execute a license agreement with Urban Alchemy (UA) to allow UA to utilize a Los Angeles Department of Transportation owned property at 1710 North Cherokee Avenue, Los Angeles, CA 90028 in Council District 13 as an operations site. GSD is requesting a license agreement term starting on the date the license is attested by City Clerk through June 30, 2022.

This operations site is part of the City's Crisis and Incident Response through Community-Led Engagement (CIRCLE) pilot program. On August 31, 2021, the Council approved a motion for GSD to negotiate a license agreement with Urban Alchemy to utilize the site for 24/7 crisis intervention services for people experiencing homelessness. The license term and any extensions will coincide with Urban Alchemy's CIRCLE service contract.

There is no anticipated impact to the General Fund and no revenue will be generated. \$0 in rent annually will be collected through this agreement. Funding for any costs will be considered through the City's annual budget process, which is subject to Mayor and Council approval.



Matthew W. Szabo
City Administrative Officer
Chair, Municipal Facilities Committee

MWS:PJH:BB:MP:16220133

CITY OF LOS ANGELES

CALIFORNIA

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT



ERIC GARCETTI
MAYOR

DEPARTMENT OF
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LOS ANGELES, CA 90012
(213) 928-9555
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November 18, 2021

Honorable City Council
City of Los Angeles
C/o City Clerk
Room 305, City Hall
Los Angeles, CA 90012

Attention: Michael Espinosa, Legislative Assistant

**REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE
A NEW LICENSE AGREEMENT WITH URBAN ALCHEMY
AT 1710 N CHEROKEE AVE, SUITE B, LOS ANGELES, CA 90028**

The Department of General Services (GSD) requests authority to negotiate and execute a new license agreement with Urban Alchemy (UA), a 501(c)(3) non-profit organization, for the City-owned retail space located at 1710 N. Cherokee Ave., Suite B, Los Angeles, California 90028 (the "Premises") to provide mobile crisis intervention services in the Hollywood and Venice communities of LAPD's West Bureau service area.

BACKGROUND

On August 31, 2021, the City Council adopted a motion (C.F. 21-0875) to enter into a license or lease agreement with UA to implement the City's Crisis and Incident Response through the Community Lead Engagement ("CIRCLE") pilot program. The City entered into Contract No. C-139200 for UA to perform services required to implement and execute the CIRCLE program and for COVID-19 mitigation services (as amended from time to time, the "CIRCLE Contract"). The CIRCLE Contract is scheduled to terminate on June 30, 2022; however, the City intends to renew this service contract for an additional year.

The City's CIRCLE pilot program features two primary program components. One is an alternative unarmed response to non-emergency 911 calls involving persons experiencing homelessness. The other is the deployment of homeless outreach teams to de-escalate situations that occur in the homeless population, create referrals to local service providers, conduct light sanitation work and provide information on the prevention of COVID-19.

UA will use the Premises for receiving and responding to non-emergency 911 calls and dispatching response teams, administrative operations of the program, and convening and



deploying outreach staff. It will also operate a decompression center where staff can offer those experiencing homelessness a place to receive temporary relief from extreme weather or other detrimental environmental conditions in their homeless encampments and allows CIRCLE staff to offer food and water as well as referrals to local service providers.

The Premises is part of the Cherokee Parking Garage which includes retail spaces under the jurisdiction of the Department of Transportation (DOT). Retail space, Suite B, was recently vacated by the Los Angeles Police Department (LAPD). Council District 13, DOT and the LAPD support the license agreement.

TERMS AND CONDITIONS

The license term is scheduled to expire on June 30, 2022, which is the current expiration date of the CIRCLE Contract. If and to the extent the CIRCLE Contract is extended by the City beyond June 30, 2022, the license term shall be extended so that it is coterminous with such extended service contract. If the CIRCLE Contract is terminated or expires, the license will automatically terminate.

The license is at zero cost based on UA's performance of services pursuant to its service contract with the City. A complete set of terms and conditions are outlined on the attached term sheet.

MAINTENANCE

The City will be responsible for major building and site systems and common areas and shall invoice UA for its applicable percentage share of such expenses. UA will provide routine daily repair and maintenance of the Premises, including, without limitation, interior light fixture lamps, interior paint, damaged glass, smoke detectors, fire extinguishers and other related fire prevention equipment, HVAC servicing Suite B, localized plumbing drain backups which do not affect the mainline and damage resulting from negligent or other acts or omissions of UA and its parties. This also includes, without limitation, replacement or repair of fixtures, electrical outlets, plumbing, and HVAC damaged as a result of intentional destruction of such property.

COMMUNITY BENEFIT ANALYSIS

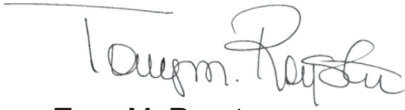
Inasmuch as the CIRCLE program is a City program formed to facilitate crisis and intervention response and to provide social services for homeless individuals, the proposed license, being necessary for the implementation of such program, does not require further analysis of community benefits in support of the license.

FISCAL IMPACT

There is no impact to the General Fund. No revenue will be generated during the term of this license.

RECOMMENDATION

That the Los Angeles City Council, subject to the approval of the Mayor, authorize GSD to negotiate and execute a license agreement with Urban Alchemy for space at 1710 N. Cherokee Ave, Suite B, Los Angeles, California 90028 under the terms and conditions substantially outlined 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: Term Sheet

LEASING TERM SHEET

MFC DATE	11/18/2021
LANDLORD	City of Los Angeles
ADDRESS	111 E 1st Street, Room 201, Los Angeles, CA 90012
TENANT	Urban Alchemy
ADDRESS	72 6th St., San Francisco CA 94103
LOCATION	1710 N. Cherokee Ave., Suite B, Los Angeles, California 90028
AGREEMENT TYPE	Non-Profit Receivable Lease
USE	CIRCLE Pilot Program
SQUARE FEET	1,475 square feet (sf)
TERM	Expires on June 30, 2022, subject to extension of the service contract
RENT START DATE	N/A
LEASE START DATE	Execution Date of License (Date Attested by City Clerk)
OPTION TERM	Extensions to be co-terminous with the City's service contracts with UA
HOLDOVER	n/a
SUBLET/ ASSIGNMENT	No Right to Sublease/Assign - Landlord approval
TERMINATION	Revocable immediately upon termination of UA's service contracts with City**
RENTAL RATE	\$0 (Zero Dollar Lease)
ESCALATION	n/a
RENTAL ABATEMENT	n/a
ADDITIONAL RENT	n/a
PROPERTY TAX	n/a
OPEX	Tenant to their pay percentage share.
CAM	Tenant to their pay percentage share.

OTHER	n/a
SECURITY DEPOSIT	n/a
MAINTENANCE/ REPAIR	Other See Maintenance/Repairs Details below.
MAINTENANCE/ REPAIR DETAILS	City shall be responsible for the major maintenance items of the facility. Upon taking possession, Licensee will provide basic and routine daily maintenance throughout the Premises.
TENANT IMPROVEMENTS	If and to the extent City gives prior approval for Licensee to install tenant improvement, Licensee will be responsible for any and all such tenant improvements at its sole costs.
PARKING	2 unreserved parking permits to be included in the license
UTILITIES	Tenant responsible to directly contract utility services
CUSTODIAL	Tenant responsible
SECURITY	Tenant responsible
PROP 13 PROTECTION	City is Exempt
INSURANCE	Tenant shall indemnify and hold harmless the City
OTHER:	*Crisis and Incident Response through Community-Led Engagement ("CIRCLE") **City also have the right to revoke license upon 30 days' notice.

Michael Anderer

on behalf of Urban Alchemy, November 10, 2021