


0150-12443-0000

**T R A N S M I T T A L**

TO Council	DATE 08-03-23	COUNCIL FILE NO. 22-1548
FROM Municipal Facilities Committee		COUNCIL DISTRICT 7

At its meeting held on July 27, 2023, the Municipal Facilities Committee (MFC) approved the recommendation of the attached General Services Department (GSD) report, which is hereby transmitted for Council consideration. Adoption of the report would authorize GSD to execute a new license agreement with the Tiuvac'a'ai Tribal Conservation Corps (TTTC), a 501(c)(3) non-profit organization, for office space to be used to provide ecological and climate resiliency youth training services at Pacoima City Hall, 13520 Van Nuys Boulevard, Room 100. The term of the lease agreement is for one year with four one-year extension options.

There is no General Fund impact as there is no revenue generated from this lease. TTTC is responsible for all improvements, maintenance and repairs to the office space.

  
 \_\_\_\_\_  
 for Matthew W. Szabo  
 Chair, Municipal Facilities Committee

# CITY OF LOS ANGELES

CALIFORNIA

TONY M. ROYSTER  
GENERAL MANAGER  
AND  
CITY PURCHASING AGENT



KAREN BASS  
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

July 27, 2023

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

Attention: Mandy Morales, Legislative Assistant

## **REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE A NON-PROFIT LICENSE AGREEMENT WITH TIUVAC'A'AI TRIBAL CONSERVATION CORPS. AT 13520 VAN NUYS BLVD. #100, PACOIMA, CA 91331**

The Department of General Services (GSD) requests authority to negotiate and execute a new license agreement with Tiuvac'a'ai Tribal Conservation Corps. (TTCC), (Tenant), a California 501(c)(3) non-profit organization, and the City of Los Angeles (City), (Landlord) in Council District 7 for use of room #100 located in Pacoima City Hall, 13520 Van Nuys Blvd. #100, Pacoima, CA 91331 for use of office space.

### **BACKGROUND**

Pursuant to the council motion, C.F. 22-1548, adopted on February 24, 2023, the City Council directed GSD to negotiate and execute a license agreement with Tiuvac'a'ai Tribal Conservation Corps. to occupy room #100, containing approximately 611 square feet in the Pacoima City Hall.

In June 2022, the California Natural Resources Agency joined the Fernandeno Tateviam Band of Mission Indians (FTBMI) and announced the launch of the TTCC in coordination with the State's Regional and Fire Capacity Program. TTCC is a hands-on training program that will work with Native youth and young adults towards the goal of regaining ecological functionality, enhancing climate resiliency, and human well-being.

TTCC is working towards promoting and restoring cultural values of the indigenous peoples through the practice and application of traditional ecological knowledge, in the protection, restoration and development of cultural and natural landscapes. TTCC provides Native youth with the opportunity to develop technical and personal skills through educational and work programs which create strong ties with the community through services. Currently some services offered are land management, replanting,



reforestation, invasive species removal, urban beautification, tree planting, litter/weed abatement, and graffiti removal.

TTCC will be using the office space for administrative purposes, to conduct training classes for TTCC Corps Members and will carry on daily crew supervisory meetings.

### **TERMS AND CONDITIONS**

The proposed license agreement is for a zero rent, one-year license agreement with four, one-year options to renew at City's sole discretion. Complete terms and conditions are outlined on the attached term sheet.

### **BUILDING MAINTENANCE/UTILITIES/PARKING**

The City shall be responsible for the exterior and interior maintenance of the building which includes but is not limited to common area custodial services, HVAC, utilities, as well as other related building maintenance. TTCC will be responsible to keep their office space clean, including but not limited to the interior walls, floors, ceilings, doors, fixtures et al. They shall also promptly remove all trash and waste generated from its operations to an appropriate trash dumpster as designated by the City. Any repairs, alterations or other improvements required from the specific use of their portion of the office space shall be performed by the Tenant at their sole cost and expense.

The Community Benefits Analysis states that the Tenant will be responsible for paying all applicable utilities and custodial costs. After further evaluation, the Tenant will not be responsible for paying the utilities as the tenant would be occupying a room within the City-owned facility. Individual rooms are not separately metered. Removal of the utilities cost in the Community Benefit Analysis does not significantly impact the overall community benefit value compared to the market value of the licensed space. However, the Tenant will be responsible for their own custodial costs in the proposed office space.

Behind the City facility there is an above ground and underground parking structure which provides parking for the building's employees and tenants. Additionally, there is street parking available on the surrounding city streets.

### **COMMUNITY BENEFIT**

The City Administrative Office (CAO) completed the attached Community Benefit Analysis (CBA) which supports the recommendations for approval of the proposed terms and conditions. See the attached CBA.

**FISCAL IMPACT**

There is no anticipated impact on the General Fund as the license agreement contains zero rent.

**RECOMMENDATION**

That the Municipal Facilities Committee, subject to the approval of the Mayor, authorize the Department of General Services to negotiate and execute this new license agreement with Tiuvac'a'ai Tribal Conservation Corps for office use at 13520 Van Nuys Blvd. #100 Pacoima, CA 91331 under the terms and conditions substantially outlined in this report.



Tony M. Royster  
General Manager

Attachments: Term Sheet  
Community Benefit Analysis

## LEASING TERM SHEET

MFC DATE

---

LANDLORD

ADDRESS

---

TENANT

ADDRESS

---

LOCATION

AGREEMENT TYPE

USE

SQUARE FEET

TERM

RENT START DATE

LEASE START DATE

OPTION TERM

HOLDOVER

SUBLET/  
ASSIGNMENT

TERMINATION

RENTAL RATE

ESCALATION

RENTAL ABATEMENT

ADDITIONAL RENT

PROPERTY TAX

OPEX

CAM

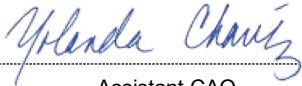
OTHER	None
SECURITY DEPOSIT	None
MAINTENANCE/ REPAIR	Tenant  
MAINTENANCE/ REPAIR DETAILS	The Tenant shall maintain their portion of the site in good and sanitary condition. City has no repair or maintenance obligation within their premises.
TENANT IMPROVEMENTS	Any repairs, alterations or other improvements required by the specific use of their portion of the office space shall be performed by the Tenant at their sole cost and expense.
PARKING	Building has above/under ground parking on a "first come-first serve" basis.
UTILITIES	City
CUSTODIAL	Tenant
SECURITY	Tenant is responsible for their own security.
PROP 13 PROTECTION	Landlord will NOT provide Prop 13 protection. <input type="checkbox"/>
INSURANCE (City)	Tenant shall indemnify and hold harmless the City <input type="checkbox"/>
OTHER:	Appropriate Insurance coverage to be determined by City Risk Management Division.

## Community Benefit Analysis for Proposed Non-Profit Lease

I. Proposed Lease Terms and Conditions	
Facility Location:	13520 Van Nuys Blvd. #100, Pacoima, CA 91331
Lessee:	Tiuvac'a'ai Tribal Conservation Corps., a non-profit 501(c)(3) organization
Council File Reference:	22-1548 (motion adopted February 24, 2023)
Space Assignment:	Approximately 611 square feet (s.f.) floor space
Term & Renewal Option:	1 Year (with four options to renew for one year each)
Market Rate:	<b><u>\$17,084.00 total annual</u></b> = 611 s.f. x \$2.33 per s.f. x 12 months
Proposed Rental Rate:	\$0.00 per year during the first term, with rate under any renewal options to be subject to negotiations at the discretion of the City.
Clean-up and Associated Cost:	Lessee shall be financially responsible for all applicable utility and custodial costs.
Tenant Improvements:	Lessee shall have full responsibility for the cost of any needed tenant improvements. Building maintenance shall not provide any support.
II. History and Current Services	
Mission:	The Tiuvac'a'ai Tribal Conservation Corps (TTCC) is a multi-beneficial hands-on training program that will work with Native youth and young adults towards the goal of regaining ecological functionality, enhancing climate resiliency, and human-well-being.
Vision:	The vision of TTCC is to work towards promoting and restoring cultural values of the Indigenous Peoples through the practice and application of Traditional Ecological Knowledge, in the protection, restoration and development of cultural and natural landscapes. TTCC teaches Native youth to embrace their ancestral knowledge, which will promote their sense of identity, self-esteem, and self-worth.
Background / History:	In June 2022, the California Natural Resources Agency joined the Fernandeno Tataviam Band of Mission Indians (FTBMI) and announced the launch of the TTCC in coordination with the State's Regional and Fire Capacity Program. TTCC provides Native youth with the opportunity to develop technical and personal skills through educational and work programs which create strong ties with community through service.
Current Services:	Projects supported by TTCC include: <ul style="list-style-type: none"> <li>• Land Management</li> <li>• Replanting</li> <li>• Reforestation</li> <li>• Invasive Species Removal</li> <li>• Urban Beautification</li> <li>• Tree Planting</li> </ul>

**Community Benefit Analysis for Proposed Non-Profit Lease**

	<ul style="list-style-type: none"> <li>• Litter and weed abatement</li> <li>• Graffiti removal</li> <li>• Gardening</li> <li>• Training TTCC corps members on Native Cultural Management Practices and Forest Health Training</li> </ul>
<b>III. Community Benefit Analysis</b>	
Value of Direct Services:	<p>A. <u>Value of Dedicated Staff: \$405,948</u></p> <ul style="list-style-type: none"> <li>• 5 TTCC Corps members: \$113,250</li> <li>• 2 Crew Supervisors: \$72,000</li> <li>• 1 Program Manager: \$75,000</li> <li>• Payroll taxes: \$45,698</li> <li>• California Conservation Corps/Consultant: \$20,000</li> <li>• Community Nature Connections/Consultant: \$80,000</li> </ul> <p>B. <u>Value of Services to Participants: \$266,910</u></p> <ul style="list-style-type: none"> <li>• Land management: \$15.50 per hour x 5,540 hours per year = \$85,870</li> <li>• Reforestation: \$15.50 per hour x 4,380 hours per year = \$67,890</li> <li>• Invasive Species Removal: \$15.50 per hour x 7,300 hours per year = \$113,150</li> </ul>
Value of Operational Budget:	<p>C. <u>Value of Operational Budget: \$45,992</u></p> <ul style="list-style-type: none"> <li>• One Vehicle: \$17,400</li> <li>• Facility Expenses: \$5,040</li> <li>• Project Materials: \$2,838</li> <li>• Uniform/Safety Gear: \$5,714</li> <li>• Training Costs (Interpretive Guide and California Naturalist certification for 7 staff members): \$2,142.85 per person x 7 staff = \$15,000</li> </ul>
Additional Offsets / In-Kind Services:	<p>D. <u>Value of Additional Offsets/In-Kind Services: \$0</u></p>
Total Community Benefit:	<b><u>\$718,850</u></b> annually (=A+B+C)
Market Value for Leased Space:	<b><u>\$17,084</u></b> annually
Benefits Finding and Recommended Action:	Community benefits estimated at <b><u>\$718,850</u></b> annually, exceeds the market value of <b><u>\$17,084</u></b> for the leased space by <b><u>\$701,766</u></b> . Approval of the proposed lease terms is recommended on the basis that the value of the community benefits exceeds the market value of the leased space.

0220-05479-0037	LaTanya Roux	Kay Ha	
Work Assignment Number	Analyst	Chief	Assistant CAO

YC/KH/LRR/05230192

Released Date: 06/09/2023