

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

July 28, 2022

Matthew W. Szabo, Chair
Municipal Facilities Committee
200 N. Main Street, Suite 1500
Los Angeles, CA 90012

NOTIFICATION OF ASSIGNMENT - TEMPORARY SPACE FOR THE CIVIL HUMAN RIGHTS AND EQUITY DEPARTMENT AT LOS ANGELES MALL SPACE #23

This is to notify the Municipal Facilities Committee that a temporary space assignment is expected to commence in July 2022 for the Civil Human Rights and Equity Department (CHRED) at the City owned property listed below. (Council File 96-0426 gives the General Manager of the Department of General Services the authority to reallocate space within City-controlled facilities under 5,000 square feet.)

- Los Angeles Mall - 201 N Los Angeles Street, Los Angeles, California 90012
Space #23

BACKGROUND

CHRED requested a temporary space assignment at the City-owned property located at Space #23 of the Los Angeles Mall for temporary office space to accommodate up to eight full-time positions. Space #23 is 1,262 SF and was previously occupied by Federal Photo. This space assignment will be strictly temporary and will utilize as much of the existing infrastructure (e.g. desks, chairs, etc.) as possible to accommodate the CHRED staff until a permanent space can be identified.

FISCAL IMPACT

Funding for this project, in the amount of \$19,754 (includes contingency), has been transferred to the Department of General Services Construction Forces Division per CF 21-0702-S2. CHRED will be transferring additional funds to ITA to cover data and networking needs. These communication costs are pending. There is no additional impact on the General Fund at this time.



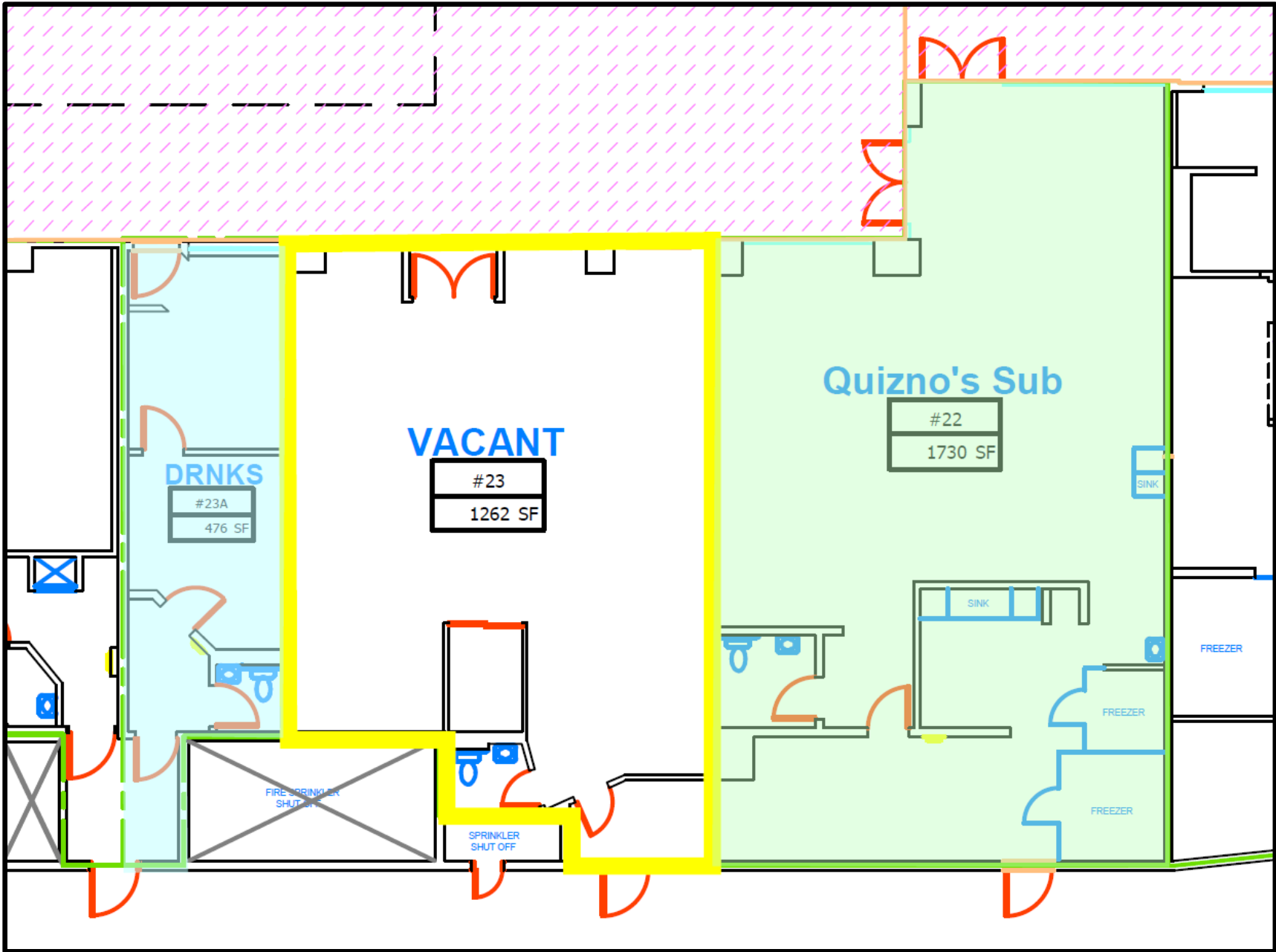
RECOMMENDATION

That the Municipal Facilities Committee note and file this Notification of Assignment 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



LOS ANGELES MALL
201 N LOS ANGELES ST, SP 23

7/21/2022
