

MUNICIPAL FACILITIES COMMITTEE
Minutes from the Regular Meeting of January 27, 2022

MEMBERS: Matthew W. Szabo, Office of the City Administrative Officer, Chair (CAO)
Sharon Tso, Chief Legislative Analyst (CLA)
Jeanne Holm, Office of the Mayor (Mayor)

The meeting was called to order at 10:02 a.m.

Item 2 Report from Bureau of Engineering (BOE) requesting authority to increase construction contingency for the Automated Traffic Surveillance and Control (ATSAC) Center Relocation project (CD 14).

Matthew Szabo, CAO, requested that Item No. 2 be taken out of order, to precede Item No. 1.

Disposition: Approved.

Ohaji Abdallah, BOE, provided a summary of the report. Jeanne Holm, Mayor, asked if there were any changes in deadlines due to the pandemic. Mr. Abdallah confirmed that no major delays had occurred as a result of the pandemic. Mr. Abdallah further added that staffing shortages due to outbreaks within GSD staff and in the Caltrans building had occurred.

Jeanne Holm, Mayor, asked if Phase 2 funding has been identified by BOE or the Information Technology Agency, and if there is an estimated timeline. Mr. Abdallah stated that a timeline does not currently exist and that a detailed budget and scope will be presented after completion of Phase 1 of the project.

Sharon Tso, CLA, asked if the \$400,000 in change orders were all due to scope changes and if these changes were approved by BOE or MFC. Mr. Abdallah stated that there were not many client-demanded scope changes. The reflected change orders are attributed to increased vendor costs.

Matthew Szabo, CAO, asked if the new ATSAC location will be fully operational after the completion of phase 1A. Mr. Abdallah confirmed that the new ATSAC site will be operational after the completion of phase 1A.

Disposition: Approved.

Item 1 Minutes of the December 16, 2021 meeting.

Disposition: Approved without discussion.

Item 5 Presentation from West LA Commons, LLC development team on the status of the proposed project located at 1645 West Corinth Avenue (CD 11).

Matthew Szabo, CAO, requested that Item No. 5 be taken out of order, to precede Item No. 3.

Disposition: Noted and filed

Eve Bachrach, CAO, introduced the presenters from West LA Commons, LLC. William Lee, Avalon Bay, presented on some of the project action items completed to date. Nathan Bishop, Koning Eizenberg Architecture, provided an overview of the project's guiding principles and design components.

Jeanne Holm, Mayor, asked how applications for housing units will be processed and how affordability will be calculated for rents. Lara Regus, Abode Communities, clarified that of the 936 total units, 431 units are designated affordable and moderate income housing. Ms. Regus added that rents are set by Federal and state organizations and that rent caps are a function of household size and income. Ms. Regus further added that during the application process prospective tenants will be walked through an information session, which will include a review of income, verification of income, and a background check.

Sharon Tso, CLA, asked if the design changes were the result of input from the community. Ms. Tso also asked if there are any other challenging community comments that have not been addressed. Lara Regus, Abode Communities, clarified that most public comments have been incorporated around open space, however, there is one public request they cannot accommodate, which includes a 30,000 square foot public park. Ms. Regus further added that there is a nearby public park which is being considered for possible enhancements.

Ms. Tso asked Mr. Bishop for an explanation of the exclusion of the LAPD maintenance facility from the project. Mr. Bishop clarified that there is parking and maintenance on the site. Mr. Bishop further clarified that LAPD has parking at LAPD headquarters located across the street on Butler.

Ms. Tso asked if there was consideration given to the City Arborist and the ease of maintenance of trees and shrubs. Mr. Bishop, Architect clarified that they had been working with landscape architects and the City Arborist to ensure the palette is California native and drought tolerant.

Item 3 Report from General Services Department (GSD) requesting authority to negotiate and execute a new license agreement with 1736 Family Crisis for a community outreach center located at 5213 W. Pico Boulevard (CD 10).

Disposition: Approved without discussion.

Item 4 Report from GSD requesting authority to amend City Council approval for the lease agreement with Californian Partners L.P, for property located at 1901 West Sixth Street (CD 1).

Disposition: Item to be amended and continued to the next meeting.

Jeanne Holm, Mayor, asked if sufficient funds are currently in the Lease Account to fund this year's lease and the tenant improvements (TI). Paul Burke, GSD, responded that the TI funds had already been allocated in the 2020-21 Adopted Budget. Mr. Burke clarified that the lease was originally intended to be a no cost lease, however, after negotiations and a market analysis, the City determined that low rent is appropriate.

Ms. Holm, asked if the lease cost is included in the 2022-23 budget request. Mr. Burke confirmed the leasing cost is included in the 2022-23 budget request. Ms. Holm asked if there are any impacts on the lease account since it was not budgeted. Mr. Burke responded that in 2021-22, there is an unbudgeted cost of \$10,500, which will be reconciled on the next Construction Projects Report.

Sharon Tso, CLA, asked if the lease term is six months and when possession took place. Mr. Burke clarified that the lease began in June 2021 and includes a four-year renewal option.

Sharon Tso, CLA, asked if TI's are completed and if they were performed at a reasonable cost. Mr. Burke clarified that the TI's were not to be executed until the lease was attested, however, the owner went ahead and completed the TI's which were completed within budget.

Ed Young, City Attorney, asked how the three percent escalation works. Mr. Burke responded that the term sheet will be clear on the escalation portion.

Sharon Tso, CLA, stated that the Council Office's term is through December 2022, and not June 2022, which will impact whether to renew for an additional four years.

Matthew Szabo, CAO, responded in the affirmative to Sharon Tso and he requested to send the term sheet back to GSD with a request to rewrite it and to clarify that the first approved term is January 2022 to December 2022, with one four-year option at three percent escalation thereafter.

Item 6 Report from CAO requesting authority to augment the 2019 CAO List of Pre-Qualified Real Estate and Economic Development Professionals for asset management planning and economic development services.

Disposition: Approved.

Kelly O'Malley, CAO, provided a summary of the report.

Jeanne Holm, Mayor, asked how the list will be shared with Departments. Ms. O'Malley responded that CAO is working with the RAMP team and Chief Procurement Officer on ways to share this resource. Jaki Wagner, CAO, clarified that the list is available to all Departments with housing and economic development needs.

Sharon, Tso, CLA, asked how the new list will be merged with the existing list. Ms. Wagner responded that the effective date of the augmented list will supersede existing list and that those on the existing list will not need to reapply. Ms. Tso asked if there is any evaluation of work previously done by potential or current vendors, or if they are automatically being renewed. Ms. Wagner clarified that there is a validation and qualification with respect to each opportunity and firms must be current and in good standing at the time the solicitation is actually issued. Ms. Wagner further added that there is a second level review as part of the department selection process.

Item 7 Quarterly status report from BOE on the Taylor Yard G2 River Park Project located at 2850 Kerr Street (CD 1).

Disposition: Noted and filed.

Bryan Powell, BOE, gave a quarterly status update covering October through December 2021. Jeanne Holm, Mayor, asked about the status of the Tetra Tech contract. Mr. Powell stated that they are negotiating the scope and fee and further added that the Board of Public Works will receive the design contract in the next month or two.

Sharon Tso, CLA, asked for an update on the Proposition O monies listed on the status report. Mr. Powell, responded that two early activation projects are being combined to be designed and constructed together, including Paseo del Rio Project and Proposition O Water Quality project. Mr. Powell further added that the Proposition O project is for \$16.4 million, of which \$4.0 million in funding will be reimbursed by the MRCA.

Item 8 Municipal Facilities Committee to consider a determination in accordance with AB 361 Section 3(e)(3) that, while the state of emergency due to the Covid-19 pandemic, as originally proclaimed by the Governor on March 4, 2020, remains active and/or state or local officials have imposed or recommended measures to promote social distancing, this legislative body has reconsidered the circumstances of the state of emergency and that the state of emergency continues to directly impact the ability of the members to meet safely in person and/or state or local officials continue to impose or recommend measures to promote social distancing.

Disposition: Approved as read into the record.

The Meeting adjourned at 11:10 a.m.