

# CITY OF LOS ANGELES

CALIFORNIA

Agenda Item No. 4

TONY M. ROYSTER  
GENERAL MANAGER  
AND  
CITY PURCHASING AGENT



DEPARTMENT OF  
GENERAL SERVICES  
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ERIC GARCETTI  
MAYOR

September 29, 2022

Honorable City Council  
City of Los Angeles  
c/o City Clerk  
Room 395, City Hall  
Los Angeles, CA, 90012

Attention: Michael Espinosa, Legislative Assistant

## **REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE A LICENSE AGREEMENT WITH URBAN ALCHEMY AT 6262 VAN NUYS BOULEVARD, SUITE E, VAN NUYS**

The Department of General Services (GSD) requests authority to negotiate and execute a license agreement with Urban Alchemy (UA), a 501(c)3 non-profit organization, for the City-owned retail space located at the Braude Building, 6262 Van Nuys Boulevard, Suite E, Van Nuys, CA 91401 ("Premises"). UA will provide mobile crisis intervention services for the Northeast San Fernando Valley service area.

### **BACKGROUND**

On June 28, 2022, Council adopted a motion (C.F. 22-0929) to enter into a new no-cost license agreement with UA to implement the City's Crisis and Incident Response through the Community Lead Engagement ("CIRCLE") 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 was recently renewed for an additional year from July 1, 2022 through June 30, 2023. The City's CIRCLE Program also operates out of two other City-owned locations at 1710 N. Cherokee, (C.F. 21-0875) and 305 E. 1st Street (C.F. 22-0706) serving the Hollywood and Downtown Los Angeles communities respectively.

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



UA will use the Premises for staff to respond to non-emergency 911 calls, dispatch 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 service referrals.

The Premises are currently vacant and Council District 6 supports the proposed no-cost license agreement with UA.

### **TERMS AND CONDITIONS**

The license agreement is coterminous with the service agreement with UA which was recently extended through June 30, 2023. If and to the extent the CIRCLE contract is extended by the City beyond June 30, 2023, 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 agreement will automatically terminate.

The license agreement is at zero cost based upon 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. UA will directly set up utility services with utility providers and will be responsible for janitorial services, provide routine daily repair and maintenance of the Premises, including, without limitation, all windows, doors, plate glass, fixtures, interior walls, floor, ceiling, lighting, fire/life safety, pest control and 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. UA will maintain or reimburse the City for the maintenance and payment for a contract for HVAC serving the Premises. 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**

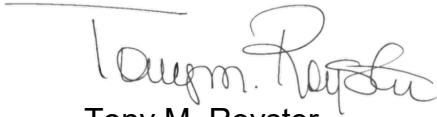
Inasmuch as the CIRCLE Program is a City program formed to facilitate crisis and intervention response and to provide social services for homeless individuals, the proposed license being necessary for the implementation of such programs, does not require further analysis of community benefits in support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

### **FISCAL IMPACT**

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

**RECOMMENDATION**

That the Los Angeles City Council, subject to the approval of the Mayor, authorize the Department of General Services to negotiate and execute a license agreement with Urban Alchemy for space located at 6262 Van Nuys Boulevard, Suite E, Van Nuys, CA 91401 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

Attachments: Term Sheet  
Site Plan

# LEASING TERM SHEET

MFC DATE

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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

SECURITY DEPOSIT

MAINTENANCE/  
REPAIR

MAINTENANCE/  
REPAIR DETAILS

TENANT  
IMPROVEMENTS

PARKING

UTILITIES

CUSTODIAL

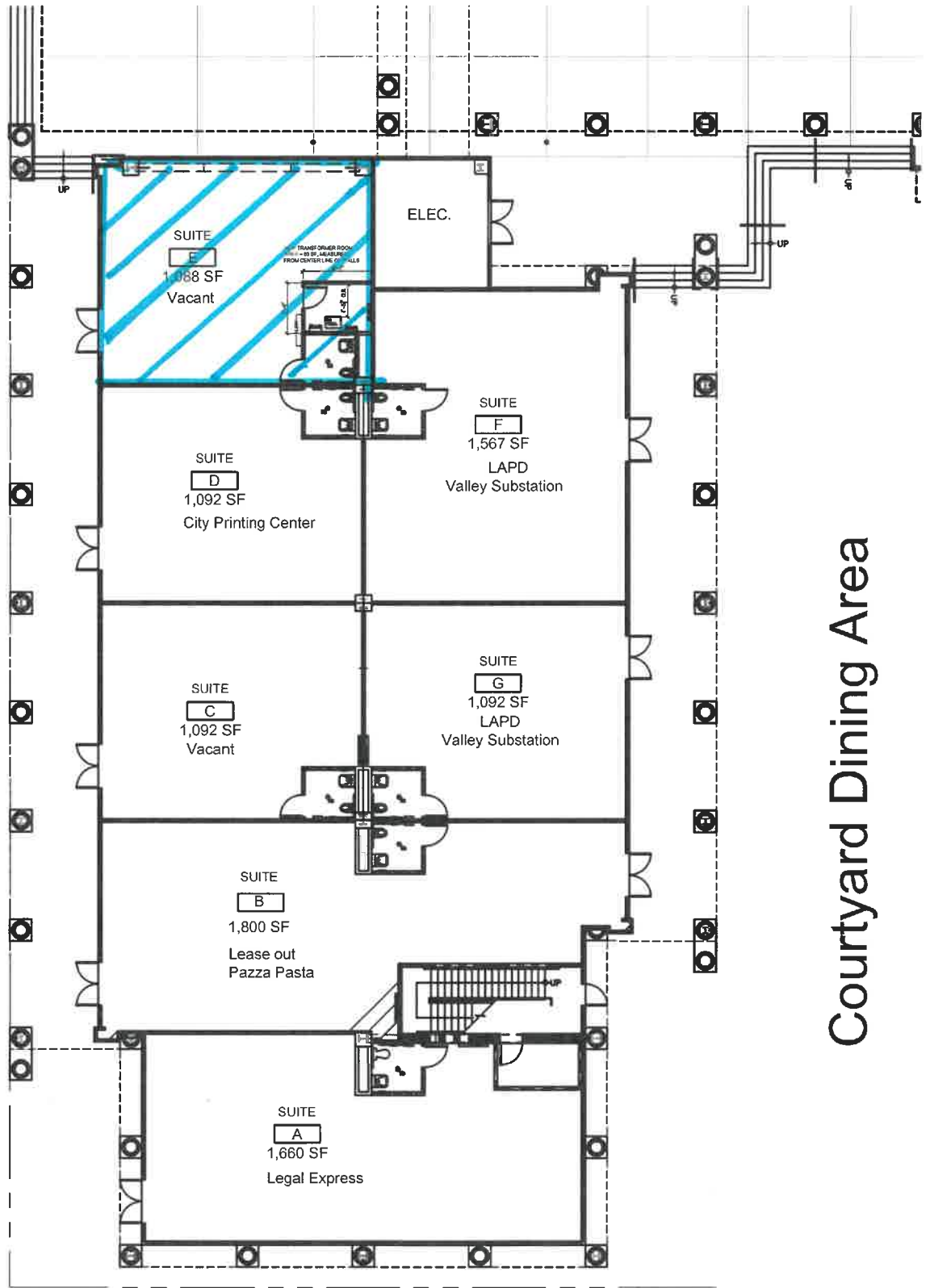
SECURITY

PROP 13  
PROTECTION

INSURANCE  
(City)

OTHER:

Van Nuys Blvd.



Courtyard Dining Area

RETAIL SHOPS, MARVIN BRAUDE BUILDING  
6262 VAN NUYS BLVD. VAN NUYS, CA 91401

1/30/2014