

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

April 11, 2024

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

Attention: Jason Lopez, Legislative Assistant

**REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE A NON-PROFIT
LICENSE AGREEMENT WITH SPIRIT AWAKENING FOUNDATION**

The Department of General Services (GSD) requests authority to negotiate and execute a license agreement with Spirit Awakening Foundation (SAF), a 501(c)(3) non-profit organization for the use of approximately 3,334 square feet (sf) of office space located at 5730-5732 S. Crenshaw Boulevard, Los Angeles, CA 90043 in Council District 8.

BACKGROUND

On December 5, 2023, City Council adopted a motion (23-1262) to negotiate a no-fee license agreement with SAF to occupy the City-owned property at 5730-5732 S. Crenshaw Boulevard. The site is a former Fire Station #54 along with the adjacent parking lot which were previously licensed to a different non-profit.

Established in 1995, Spirit Awakening Foundation's mission is to help underserved youth and children in the local neighborhood and those within the juvenile justice system upon release. Programming offered includes meditation, self-reflection, creative writing, visual arts, mentorship services and leadership training.

SAF will use both parcels to make the space a thriving hub for the community, especially for the youth and elders who are the most vulnerable. SAF intends to offer community gatherings for families such as Halloween celebrations, Thanksgiving luncheons, as well as inter-generational gatherings.

TERMS AND CONDITIONS

The proposed no-fee license term is for one (1) year and will commence on the date of attestation by the City Clerk. There are three (3), one (1) year options to extend at the City's sole discretion as the City is currently pursuing plans to develop this location as a



future Jr. Arts Center through the Department of Cultural Affairs. Either party may terminate the license agreement upon sixty (60) day written notice. A complete set of terms and conditions are provided on the attached term sheet.

COMMUNITY BENEFIT

The City Administrative Office (CAO) completed the attached Community Benefit Analysis (CBA) and recommended approval of the proposed terms and conditions. The community benefit of \$242,171.20 annually exceeds the market value of \$68,013.60 for the leased space by \$174,157.60. See attached CBA.

MAINTENANCE/UTILITIES/LANDSCAPING

SAF shall maintain the site in good and sanitary condition. SAF will be responsible for utilities, landscaping, pest control as well as all routine daily repair and maintenance of the facility and site including all building systems such as lighting, electrical, fire/life safety, roofing and plumbing. Any repairs, alterations or other improvements required from the specific use of the site shall be performed by SAF at their sole cost and expense.

FISCAL IMPACT

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

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 no-fee license agreement with Spirit Awakening Foundation for the use of office space and parking lot located at 5730-5732 S. Crenshaw Boulevard, Los Angeles, CA 90043 under the terms and conditions substantially outlined in this report.



Tony M. Royster
General Manager

Attachments: Term Sheet
Community Benefit Analysis
Site Map

LEASING TERM SHEET

MFC DATE	April 11, 2024
LANDLORD	City of Los Angeles
ADDRESS	111 E. 1 st Street, Los Angeles, CA 90012
TENANT	Spirit Awakening Foundation
ADDRESS	P.O. Box 11643, Marina Del Rey, CA 90295
LOCATION	5730-5732 S. Crenshaw Blvd, Los Angeles, CA 90043
AGREEMENT TYPE	No Fee License Agreement
USE	Office Space
SQUARE FEET	3,334 Square Feet
TERM	One (1) year
RENT START DATE	N/A
LICENSE START DATE	Upon City Clerk Attestation
OPTION TERM	Three (3) One (1) Year Options at City's sole discretion
HOLDOVER	Yes
SUBLET/ ASSIGNMENT	No
TERMINATION	Either party upon sixty (60) day written notice
RENTAL RATE	\$0.00
ESCALATION	N/A
RENTAL ABATEMENT	N/A
ADDITIONAL RENT	N/A
PROPERTY TAX	N/A

OPEX	N/A
CAM	N/A
OTHER	N/A
SECURITY DEPOSIT	N/A
MAINTENANCE/ REPAIR	<p>SAF shall maintain the site in good and sanitary condition. SAF will be responsible for landscaping as well as routine daily repair and maintenance of the site, including without limitation, lighting, fire/life safety, pest control, plumbing. Any repairs, alterations or other improvements required from the specific use of the site shall be performed by SAF at their sole cost and expense.</p> <p>SAF will be responsible for all utilities associated with the premises.</p>
MAINTENANCE/ REPAIR DETAILS	N/A
TENANT IMPROVEMENTS	Any alterations or other improvements required from the specific use of the premises shall be performed by SAF at their sole cost and expense. Must be approved by the City.
PARKING	Provided next door as needed
UTILITIES	Tenant
CUSTODIAL	Tenant
SECURITY	Tenant
PROP 13 PROTECTION	City is Exempt
INSURANCE	Tenant shall indemnify and hold harmless the City
PRINT:	Akuyoe Graham Founder/CEO/Executive Director
SIGNATURE:	

**Report from
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Community Benefit Analysis for Proposed Non-Profit Lease**

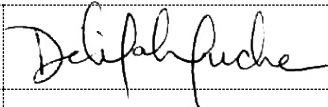

I. Proposed Lease Terms and Conditions	
Facility Location:	5730-5732 South Crenshaw Boulevard, Los Angeles, CA 90043 (Former Fire Station #54) in Council District 8
Lessee:	Spirit Awakening Foundation, a non-profit 501c3 organization
Council File Reference:	CF#23-1262 (Motion Adopted by City Council 12/5/2023)
Space Assignment:	Approximately 3,334 Square Feet (sf)
Term & Renewal Option:	One year term commencing upon agreement of the lease with three one-year options to renew.
Market Rate:	\$1.70 per square foot (\$68,013.60 annually)
Proposed Rental Rate:	\$0.00 during the initial term, and rates subject to re-negotiation at the discretion of the City.
Clean-up and Associated Cost:	Licensee shall be financially responsible for all applicable utility, connectivity, and custodial costs.
Tenant Improvements:	Licensee shall be financially responsible for the cost of any required tenant improvements, subject to the approval provisions further defined in the license agreement.
II. History and Current Services	
Mission:	Spirit Awakening Foundation's (SAF) mission is to help underserved youth and children in the local neighborhood and those within the juvenile justice system upon release. SAF provides them a nurturing, loving, and reliable space to realize their value and self-worth. Using the tools of meditation, self-reflection, creative writing, visual arts, mentorship service, and leadership training, SAF is able to accomplish its mission to help underserved youth to build character and to raise self-esteem.
Vision:	SAF's vision is to make the space a thriving hub for the community, especially for the youth and elders who are the most vulnerable. SAF intends to offer community gatherings for families such as Halloween celebrations, Thanksgiving luncheons, and inter-generational gatherings in addition to "Mentoring Leaders: Breaking The Chains" and "Mentoring Leaders: Rites of Peace" programs. Additionally, SAF wants to beautify and add a front garden, use the interior space to display original art created by program participants, and add a kitchen for cooking classes.

**Report from
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Community Benefit Analysis for Proposed Non-Profit Lease**

Background / History:	<p>Since its inception in 1995, SAF has been a pioneer in restorative justice and juvenile delinquency prevention. With programs hailed as “creative, innovative and powerful” by the California State Department of Justice, SAF has served youth who are in high school, “at-promise,” and incarcerated in Los Angeles County. SAF has been collaborating with the Los Angeles County Probation Department and the Los Angeles County Office of Education for the past 20 years. SAF collaborates with the Los Angeles Unified School District, the Los Angeles County Department of Arts and Culture, and the Los Angeles County Board of Supervisors. SAF has served over 3000 juveniles and young adults.</p> <p>SAF is known for providing youth with healing arts, trauma informed programs and services (including meditation/mindfulness practices, creative writing, visual arts, music, and yoga), nutritional meals and non-alcoholic beverages, counseling, and culturally appropriate and artistic field trips. These activities take place in a safe, judgment-free environment along with caring adults as master artists and mentors to direct program participants toward a pathway of success.</p>																								
Current Services:	<p>SAF currently offers programs in four high schools, (Whittier and Frontier High School in Whittier, John Muir High School in Pasadena, and Tri-C Central High School in Los Angeles) and in three juvenile halls / camps (Barry J. Nidorf in Sylmar, Los Padrinis in Downey, and Dorothy Kirby in Commerce). SAF was awarded two federal grants to provide after school programs called “Mentoring Leaders: Breaking The Chains” and “Mentoring Leaders: Rites of Peace.” Both programs offer a curriculum that includes creative writing, mentorship, creative arts, conflict resolution class, mindfulness, and meditation.</p>																								
III. Community Benefit Analysis																									
Value of Direct Services:	<p>A. <u>Value of Dedicated Staff</u>: \$ 119,171.20</p> <table style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="border-bottom: 1px solid black;"> <th style="text-align: left; width: 50%;">Item</th> <th style="text-align: left; width: 30%;">Rate</th> <th style="text-align: right; width: 20%;">Annual Cost</th> </tr> </thead> <tbody> <tr> <td>(1) security personnel</td> <td>\$50/hour for 20 hours/week</td> <td style="text-align: right;">\$52,000.00</td> </tr> <tr> <td>(3) on-site administrator</td> <td>\$22/hour for 15 hours/week</td> <td style="text-align: right;">51,480.00</td> </tr> <tr> <td>(1) cleaning service provider</td> <td>\$150/week</td> <td style="text-align: right;">7,800.00</td> </tr> <tr> <td>(1) landscaping provider</td> <td>\$100/month</td> <td style="text-align: right;">1,200.00</td> </tr> <tr> <td>(1) maintenance personnel</td> <td>\$100/month</td> <td style="text-align: right;">\$1,200.00</td> </tr> <tr style="border-top: 1px solid black;"> <td colspan="2" style="text-align: right;">Total Salary</td> <td style="text-align: right;">\$113,680.00</td> </tr> <tr style="margin-top: 20px;"> <td style="padding-left: 20px;">Fringe benefits for administrator</td> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$5,491.20</td> </tr> </tbody> </table>	Item	Rate	Annual Cost	(1) security personnel	\$50/hour for 20 hours/week	\$52,000.00	(3) on-site administrator	\$22/hour for 15 hours/week	51,480.00	(1) cleaning service provider	\$150/week	7,800.00	(1) landscaping provider	\$100/month	1,200.00	(1) maintenance personnel	\$100/month	\$1,200.00	Total Salary		\$113,680.00	Fringe benefits for administrator	Total	\$5,491.20
Item	Rate	Annual Cost																							
(1) security personnel	\$50/hour for 20 hours/week	\$52,000.00																							
(3) on-site administrator	\$22/hour for 15 hours/week	51,480.00																							
(1) cleaning service provider	\$150/week	7,800.00																							
(1) landscaping provider	\$100/month	1,200.00																							
(1) maintenance personnel	\$100/month	\$1,200.00																							
Total Salary		\$113,680.00																							
Fringe benefits for administrator	Total	\$5,491.20																							

**Report from
OFFICE OF THE CITY ADMINISTRATIVE OFFICER
Community Benefit Analysis for Proposed Non-Profit Lease**

	<p>B. <u>Value of Services to Participants:</u> \$115,000.00</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Item</th> <th style="text-align: left;">Rate</th> <th style="text-align: right;">Annual Cost</th> </tr> </thead> <tbody> <tr> <td>Rites of Peace*</td> <td>\$1,000/week for 50 weeks</td> <td style="text-align: right;">\$50,000.00</td> </tr> <tr> <td>Breaking the Chains*</td> <td>\$1,000/week for 50 weeks</td> <td style="text-align: right;">50,000.00</td> </tr> <tr> <td>(4) informational events</td> <td>\$1,000/event</td> <td style="text-align: right;">4,000.00</td> </tr> <tr> <td>(3) community gatherings</td> <td>\$1,500/event</td> <td style="text-align: right;">4,500.00</td> </tr> <tr> <td>(1) Halloween celebration</td> <td>\$1,500/event</td> <td style="text-align: right;">1,500.00</td> </tr> <tr> <td>(1) Thanksgiving celebration</td> <td>\$5,000/event</td> <td style="text-align: right;">\$5,000.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total Salary</td> <td style="text-align: right;">\$115,000.00</td> </tr> </tbody> </table> <p>*Each cost of mentoring programs (Rites of Peace and Breaking the Chains) include master teachers, teacher aids, food for 8 participants, and field trips.</p>	Item	Rate	Annual Cost	Rites of Peace*	\$1,000/week for 50 weeks	\$50,000.00	Breaking the Chains*	\$1,000/week for 50 weeks	50,000.00	(4) informational events	\$1,000/event	4,000.00	(3) community gatherings	\$1,500/event	4,500.00	(1) Halloween celebration	\$1,500/event	1,500.00	(1) Thanksgiving celebration	\$5,000/event	\$5,000.00	Total Salary		\$115,000.00
Item	Rate	Annual Cost																							
Rites of Peace*	\$1,000/week for 50 weeks	\$50,000.00																							
Breaking the Chains*	\$1,000/week for 50 weeks	50,000.00																							
(4) informational events	\$1,000/event	4,000.00																							
(3) community gatherings	\$1,500/event	4,500.00																							
(1) Halloween celebration	\$1,500/event	1,500.00																							
(1) Thanksgiving celebration	\$5,000/event	\$5,000.00																							
Total Salary		\$115,000.00																							
Value of Operational Budget:	<p>C. <u>Value of Operational Budget:</u> \$8,000.00</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Item</th> <th style="text-align: left;">Rate</th> <th style="text-align: right;">Annual Cost</th> </tr> </thead> <tbody> <tr> <td>On-site supplies**</td> <td>\$50/week</td> <td style="text-align: right;">\$2,600.00</td> </tr> <tr> <td>Electricity</td> <td>\$200/month</td> <td style="text-align: right;">2,400.00</td> </tr> <tr> <td>Water</td> <td>\$100/month</td> <td style="text-align: right;">1,200.00</td> </tr> <tr> <td>Internet</td> <td>\$120/month</td> <td style="text-align: right;">1,440.00</td> </tr> <tr> <td>Trash</td> <td>\$30/month</td> <td style="text-align: right;">\$360.00</td> </tr> <tr> <td colspan="2" style="text-align: right;">Total</td> <td style="text-align: right;">\$8,000.00</td> </tr> </tbody> </table> <p>**On-site supplies include paper, pencils, pens, bottled water, coffee and tea, non-perishable snacks.</p>	Item	Rate	Annual Cost	On-site supplies**	\$50/week	\$2,600.00	Electricity	\$200/month	2,400.00	Water	\$100/month	1,200.00	Internet	\$120/month	1,440.00	Trash	\$30/month	\$360.00	Total		\$8,000.00			
Item	Rate	Annual Cost																							
On-site supplies**	\$50/week	\$2,600.00																							
Electricity	\$200/month	2,400.00																							
Water	\$100/month	1,200.00																							
Internet	\$120/month	1,440.00																							
Trash	\$30/month	\$360.00																							
Total		\$8,000.00																							
Additional Offsets / In-Kind Services:	<p>D. <u>Value of Additional Offsets:</u> \$0.00</p>																								
Total Community Benefit:	<p>\$ <u>242,171.20</u> annually (=A+B+C+D above)</p>																								
Market Value for Leased Space	<p>\$ <u>68,013.60</u> annually</p>																								
Benefits Finding & Recommended Action.	<p>Community benefits estimated at \$<u>242,171.20</u> annually, exceed the market value of \$<u>68,013.60</u> for the leased space by \$<u>174,157.60</u>.</p> <p>Approval of the proposed lease terms is recommended on the basis that the value of the community benefits exceed the market value of the leased space.</p>																								

0220 - 05479 - 0045	Aira Wada		
Work Assignment Number	Analyst	Chief	Assistant CAO

YC/AW/05240087

Released Date: 03/07/2024

Spirit Awakening Foundation

Proposed Community Center
5730-5732 S. Crenshaw Blvd, Los Angeles, CA 90043
Building Approximately 3,334 SF
Surface Parking Lot

