

**TRANSMITTAL**

0150-10320-0001

TO  
The City Council

DATE  
3/18/2015

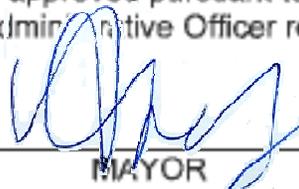
COUNCIL FILE NO.

FROM  
The Mayor

COUNCIL DISTRICT  
14

**Revised Amendment to Loan Agreement No. 2386 Between the  
City of Los Angeles and FIDM Museum and Library, Inc.  
for the Loan of Costumes and Textile Artifacts**

Transmitted for your consideration. The Council has 60 days from the date of receipt to act, otherwise the contract will be deemed approved pursuant to Administrative Code Section 10.5(a). See the City Administrative Officer report attached.

  
\_\_\_\_\_  
MAYOR (Ana Guerrero)

REPORT FROM

## OFFICE OF THE CITY ADMINISTRATIVE OFFICER

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Date: March 17, 2015

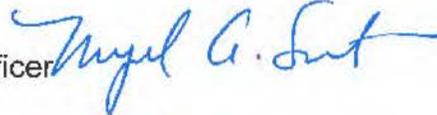
CAO File No. 0150-10320-0001

Council File No.

Council District: 14

To: The Mayor

From: Miguel A. Santana, City Administrative Officer



Reference: Letter to the Mayor from the Board of Recreation and Parks Commissioners dated December 5, 2014; referred by the Mayor on December 8, 2014

Subject: **REVISED AMENDMENT TO LOAN AGREEMENT NO. 2386 BETWEEN THE CITY OF LOS ANGELES AND FIDM MUSEUM AND LIBRARY, INC. FOR THE LOAN OF COSTUMES AND TEXTILE ARTIFACTS**

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### SUMMARY

At its meeting of March 4, 2015, the Board of Recreation and Park Commissioners (Board) rescinded its action on November 14, 2014 and approved the proposed revised amendment to Loan Agreement No. 2386 between the City of Los Angeles (City) and FIDM Museum and Library, Inc. (FIDM), a 501(c)(3) organization, for the loan of costumes and textile artifacts of the Hollywood Museum Collection (Collection), owned by the City. The Collection is currently housed at FIDM and is accessible without cost to students and researchers. FIDM presents at least three free exhibitions each year. The revised proposed amendment revises the name of Fashion Institute for Design and Merchandising Museum and Library Foundation, Inc. to FIDM Museum and Library, Inc. In addition, the amendment increases the term of the renewal option from ten to 25 years and provides that the Department of Recreation and Parks (Department) General Manager can increase the required amount of insurance coverage based on the recommendation of the City's Risk Manager.

On July 23, 1990, the City through the Department entered into a loan agreement with FIDM for the Collection through a request for proposal process. The Collection, from the motion picture industry, was initially intended for the proposed "Hollywood Museum" by the Hollywood Museum Associates, Inc., that is now insolvent. According to the agreement, FIDM will be responsible for insuring, storing, conserving, restoring where possible, and displaying the Collection when appropriate, at no cost to the City. The initial term of the loan agreement is for 25 years, with one option to renew for an additional ten years.

In accordance with Los Angeles Administrative Code Section 10.5(a), Council approval of the revised proposed agreement is required because the term exceeds three years.

## **RECOMMENDATION**

That the Council approve and authorize the President and Secretary of the Board of Recreation and Park Commissioners to execute the revised proposed amendment to the loan agreement between the City and FIDM Museum and Library, Inc. for the loan of costumes and textile artifacts owned by the City, for a cumulative term of 50 years, including the revised renewal period, subject to the approval of the City Attorney as to form.

## **FISCAL IMPACT STATEMENT**

FIDM Museum and Library, Inc. will insure, store, conserve, restore where possible, and display the Collection when appropriate, at no cost to the City. There is no known impact to the General Fund. To the extent applicable, the recommendation stated in this report is in compliance with the City Financial Policies in that user charges and fees are set to support the full cost of operations for which the fees are charged.

  
MAS:LGC:08150070

Attachments

**AMENDMENT TO LOAN AGREEMENT NO. 2386  
BETWEEN  
THE CITY OF LOS ANGELES  
AND  
FIDM MUSEUM AND LIBRARY, INC.,**

THIS AMENDMENT TO LOAN AGREEMENT NO. 2386 (hereinafter referred to as "AMENDMENT") is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the CITY OF LOS ANGELES, a municipal corporation (hereinafter referred to as "CITY"), acting by and through its Board of Recreation and Park Commissioners (hereinafter referred to as "BOARD"), and FIDM MUSEUM AND LIBRARY, INC., a California 501(c)(3) organization, (hereinafter referred to as "FIDM") for the loan of costumes and textile artifacts of the Hollywood Museum Collection, owned by the CITY.

WITNESSETH

WHEREAS, CITY has chosen to loan costumes and textile artifacts to FIDM; and,

WHEREAS, CITY previously entered into a written agreement with FIDM where FIDM agreed to insure, store, conserve, restore where possible, and display when appropriate, costumes and textile artifacts of the Hollywood Museum Collection owned by the City in accordance with the terms and conditions of Loan Agreement No. 2386 ("hereinafter referred to as "AGREEMENT") that became operational on July 23, 1990, and encompassed all rights and duties of the parties; and,

WHEREAS, the AGREEMENT incorrectly listed FIDM as the "Fashion Institute of Design and Merchandising Museum and Library Foundation, Inc." and both parties mutually acknowledge FIDM as the correct organization for purposes of this AGREEMENT and agree to the correct listing of FIDM as the Contractor; and,

WHEREAS, Section 2 ("Term") of the AGREEMENT is for a term of twenty-five (25) years and provides for a ten (10) year extension of the AGREEMENT, with the written consent of both parties; and,

WHEREAS, both parties have mutually consented to amend the AGREEMENT to revise the original ten (10) year extension option to a twenty-five (25) year extension option; and,

WHEREAS, it is in CITY's best interest to continue services through FIDM, which has demonstrated its capability to successfully perform these services, in order to ensure the storage, conservation, restoration, maintenance, and exhibition of costumes and textile artifacts, in accordance with the AGREEMENT, and exercise the twenty-five (25) year extension upon execution of this AMENDMENT.

THEREFORE, the parties to the AGREEMENT hereby mutually agree to amend the AGREEMENT as follows:

1. FIDM MUSEUM AND LIBRARY, INC.

Correct the name of the organization previously misstated on the original Loan Agreement from "Fashion Institute of Design and Merchandising Museum and Library Foundation, Inc." to "FIDM Museum and Library, Inc." a California 501(c)(3) organization (hereinafter referred to as FIDM).

Update the address of FIDM to: "919 South Grand Avenue, Suite 250, Los Angeles, CA 90015".

2. SECTION II - TERM

Replace the First Paragraph of this Section in its entirety with the following:

"Costumes and textile artifacts of the Hollywood Museum Collection owned by the City and loaned to FIDM shall remain on deposit with FIDM for an initial term of twenty-five (25) years. Upon expiration of said twenty-five (25) years term, this AGREEMENT may be extended for one (1) additional twenty-five (25) year term upon the written consent of both parties, thereby making the term of the entire AGREEMENT including the extension if exercised fifty (50) years from the date of execution of the AGREEMENT."

3. SECTION V - INSURANCE

Replace the Section in its entirety with the following:

"During the term of this Loan Agreement, FIDM shall maintain at its own expense a program of insurance to cover physical damage to the artifacts received under the terms of this Loan Agreement. Said insurance will cover the artifacts for both fire and extended perils liability in the amount of \$100,000 and name the CITY as loss payee. Said insurance shall comply with CITY's insurance requirements and shall be as specified on the Required Insurance and Minimum Limits Sheet (Form Gen. 146) (Exhibit B). The General Manager of the Department of Recreation and Parks may increase the amount of the insurance coverage based on the recommendation of the City's Risk Manager."

4. SECTION XI – ENTIRE AGREEMENT

Retitle this Section and replace the Section in its entirety with the following:

Loan Agreement No. 2386, this Amendment thereto, including its incorporated Exhibits, constitutes the entire agreement between the parties.

5. SECTION XII – INCORPORATION OF EXHIBITS

Add this Section:

“The Instructions and Information on Complying with City Insurance Requirements (Rev. 05/12) and Required Insurance and Minimum Limits Sheet (Form Gen. 146) is incorporated herein as Exhibit B of the Amended Loan Agreement.”

All other terms and conditions of the AGREEMENT shall remain unchanged.

IN WITNESS THEREOF, the parties hereto have caused this AMENDMENT to Loan Agreement No. 2386 to be duly executed as of the day and year first above written.

CITY OF LOS ANGELES, a municipal corporation, acting by and through its BOARD OF RECREATION AND PARK COMMISSIONERS

FIDM MUSEUM AND LIBRARY, INC.  
A California 501(c)(3) organization

By: \_\_\_\_\_  
President

By: \_\_\_\_\_

By: \_\_\_\_\_  
Secretary

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

Title: \_\_\_\_\_

MICHAEL N. FEUER, City Attorney

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Deputy City Attorney

Date: \_\_\_\_\_

**CITY OF LOS ANGELES****INSTRUCTIONS AND INFORMATION  
ON COMPLYING WITH CITY INSURANCE REQUIREMENTS**

(Share this information with your insurance agent or broker)

1. **Agreement/Reference** All evidence of insurance must identify the nature of your business with the CITY. Clearly show any assigned number of a bid, contract, lease, permit, etc. or give the project name and the job site or street address to ensure that your submission will be properly credited. Provide the **types of coverage and minimum dollar amounts** specified on the Required Insurance and Minimum Limits sheet (Form Gen. 146) included in your CITY documents.

2. **When to submit** Normally, no work may begin until a CITY insurance certificate approval number ("CA number") has been obtained, so insurance documents should be submitted as early as practicable. For **As-needed Contracts**, insurance need not be submitted until a specific job has been awarded. **Design Professionals** coverage for new construction work may be submitted simultaneously with final plans and drawings, but before construction commences.

3. **Acceptable Evidence and Approval** Electronic submission is the best method of submitting your documents. Track4LA<sup>®</sup> is the CITY's online insurance compliance system and is designed to make the experience of submitting and retrieving insurance information quick and easy. The system is designed to be used by insurance brokers and agents as they submit client insurance certificates directly to the City. It uses the standard insurance industry form known as the **ACORD 25 Certificate of Liability Insurance** in electronic format – the CITY is a licensed redistributor of ACORD forms. Track4LA<sup>®</sup> advantages include standardized, universally accepted forms, paperless approval transactions (24 hours, 7 days per week), and security checks and balances. The easiest and quickest way to obtain approval of your insurance is to have your insurance broker or agent access Track4LA<sup>®</sup> at <http://track4la.lacity.org> and follow the instructions to register and submit the appropriate proof of insurance on your behalf.

Insurance industry certificates other than the ACORD 25 that have been approved by the State of California may be accepted, however *submissions other than through Track4LA<sup>®</sup> will significantly delay the insurance approval process as documents will have to be manually processed.* All Certificates must provide a thirty (30) days' cancellation notice provision (ten (10) days for non-payment of premium) AND an Additional Insured Endorsement naming the CITY an additional insured completed by your insurance company or its designee. If the policy includes an automatic or blanket additional insured endorsement, the Certificate must state the CITY is an automatic or blanket additional insured. An endorsement naming the CITY an Additional Named Insured and Loss Payee as Its Interests May Appear is required on property policies. All evidence of insurance must be authorized by a person with authority to bind coverage, whether that is the authorized agent/broker or insurance underwriter. Completed **Insurance Industry Certificates other than ACORD 25 Certificates** are sent electronically to [CAO.insurance.bonds@lacity.org](mailto:CAO.insurance.bonds@lacity.org).

Additional Insured Endorsements DO NOT apply to the following:

- Indication of compliance with statute, such as Workers' Compensation Law.
- Professional Liability insurance.

Verification of approved insurance and bonds may be obtained by checking Track4LA<sup>®</sup>, the CITY's online insurance compliance system, at <http://track4la.lacity.org>.

4. **Renewal** When an existing policy is renewed, have your insurance broker or agent submit a new Acord 25 Certificate or edit the existing Acord 25 Certificate through Track4LA<sup>®</sup> at <http://track4la.lacity.org>.

5. **Alternative Programs/Self-Insurance** Risk financing mechanisms such as Risk Retention Groups, Risk Purchasing Groups, off-shore carriers, captive insurance programs and self-insurance programs are subject to separate approval after the CITY has reviewed the relevant audited financial statements. To initiate a review of your program, you should complete the Applicant's Declaration of Self Insurance form (<http://cao.lacity.org/risk/InsuranceForms.htm>) to the Office of the City Administrative Officer, Risk Management for consideration.

6. **General Liability** insurance covering your operations (and products, where applicable) is required whenever the CITY is at risk of third-party claims which may arise out of your work or your presence or special event on City premises. **Sexual Misconduct** coverage is a required coverage when the work performed involves minors. **Fire Legal Liability** is required for persons occupying a portion of CITY premises. Information on two CITY Insurance programs, the SPARTA program, an optional source of low-cost insurance which meets the most minimum requirements, and the Special Events Liability Insurance Program, which provides liability coverage for short-term special events on CITY premises or streets, is available at ([www.2sparta.com](http://www.2sparta.com)), or by calling (800) 420-0555.

7. **Automobile Liability** insurance is required only when vehicles are used in performing the work of your Contract or when they are driven off-road on CITY premises; it is not required for simple commuting unless CITY is paying mileage. However, compliance with California law requiring auto liability insurance is a contractual requirement.

8. **Errors and Omissions** coverage will be specified on a project-by-project basis if you are working as a licensed or other professional. The length of the claims discovery period required will vary with the circumstances of the individual job.

9. **Workers' Compensation and Employer's Liability** insurance are not required for single-person contractors. However, under state law these coverages (or a copy of the state's Consent To Self Insure) must be provided if you have any employees at any time during the period of this contract. Contractors with no employees must complete a Request for Waiver of Workers' Compensation Insurance Requirement (<http://cao.lacity.org/risk/InsuranceForms.htm>). A Waiver of Subrogation on the coverage is required only for jobs where your employees are working on CITY premises under hazardous conditions, e.g., uneven terrain, scaffolding, caustic chemicals, toxic materials, power tools, etc. The Waiver of Subrogation waives the insurer's right to recover (from the CITY) any workers' compensation paid to an injured employee of the contractor.

10. **Property Insurance** is required for persons having exclusive use of premises or equipment owned or controlled by the CITY. **Bulldozer's Risk/Course of Construction** is required during construction projects and should include building materials in transit and stored at the project site.

11. **Surety** coverage may be required to guarantee performance of work and payment to vendors and suppliers. A **Crime Policy** may be required to handle CITY funds or securities, and under certain other conditions. **Specialty coverages** may be needed for certain operations. For assistance in obtaining the CITY required bid, performance and payment surety bonds, please see the City of Los Angeles Bond Assistance Program website address at <http://cao.lacity.org/risk/BondAssistanceProgram.pdf> or call (213) 258-3000 for more information.

## Required Insurance and Minimum Limits

Name: FIDM Museum and Library, Inc.

Date: 03/04/2015

Agreement/Reference: Loan Agreement No. 2386 for Costumes and Textile Artifacts of the Hollywood Museum Collection  
 Evidence of coverages checked below, with the specified minimum limits, must be submitted and approved prior to occupancy/start of operations. Amounts shown are Combined Single Limits ("CSLs"). For Automobile Liability, split limits may be substituted for a CSL if the total per occurrence equals or exceeds the CSL amount.

Limits

**Workers' Compensation - Workers' Compensation (WC) and Employer's Liability (EL)** WC Statutory  
EL \$1,000,000

Waiver of Subrogation in favor of City  Longshore & Harbor Workers  
 Jones Act

**General Liability** \$1,000,000

Products/Completed Operations  Sexual Misconduct  
 Fire Legal Liability

**Automobile Liability** (for any and all vehicles used for this contract, other than commuting to/from work) \$1,000,000

**Professional Liability** (Errors and Omissions)

Discovery Period 12 Months After Completion of Work or Date of Termination

**Property Insurance** (to cover replacement cost of building - as determined by insurance company) \$180,000

All Risk Coverage  Boiler and Machinery  
 Flood  Builder's Risk  
 Earthquake  Fire and Extended Coverage

**Pollution Liability**

**Surety Bonds - Performance and Payment (Labor and Materials) Bonds** 100% of the contract price

**Crime Insurance**

Other:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**APPROVED**

REPORT OF GENERAL MANAGER

NO. 15-048

DATE March 4, 2015

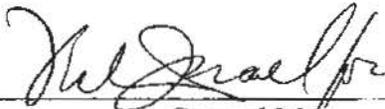
**MAR 04 2015**  
**BOARD OF RECREATION**  
**& PARK COMMISSIONERS**

C.D. 14

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: HOLLYWOOD MUSEUM COLLECTION – RESCISSION OF APPROVAL OF AMENDMENT TO AGREEMENT NO. 2386 FOR THE LOAN OF COSTUMES AND TEXTILE ARTIFACTS AND REVISED AMENDMENT TO LOAN AGREEMENT NO. 2386 WITH THE FIDM MUSEUM AND LIBRARY, INC.

R. Adams	_____	*V. Israel	_____
R. Barajas	_____	K. Regan	_____
H. Fujita	_____	N. Williams	_____

  
 \_\_\_\_\_  
 General Manager

Approved           

Disapproved           

Withdrawn           

RECOMMENDATIONS:

That the Board:

1. Rescind their action of November 14, 2014, approving a proposed Amendment to Loan Agreement No. 2386 between the City of Los Angeles Department of Recreation and Parks and FIDM Museum and Library, Inc.;
2. Approve a revised proposed Amendment to Loan Agreement No. 2386 (Amendment), substantially in the form as on file in the Board office, between the City of Los Angeles Department of Recreation and Parks and FIDM Museum and Library, Inc., a California 501(c)(3) organization, for the loan of costumes and textile artifacts from the Hollywood Museum Collection, subject to the approval of the Mayor pursuant to Executive Directive No. 3, approval by the City Council by ordinance pursuant to Los Angeles Administrative Code Section 10.5(a) and Charter Section 373, and approval of the City Attorney as to form;
3. Find, in accordance with Charter Section 1022, that the Department does not have personnel available in its employ with sufficient time and expertise to undertake these specialized professional tasks and that it is more feasible to secure these services by contract;
4. Direct the Board Secretary to transmit the proposed Amendment, concurrently to the

## REPORT OF GENERAL MANAGER

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Mayor in accordance with Executive Directive No. 3 and to the City Attorney for review and approval as to form;

5. Authorize the Board President and Secretary to execute the Amendment upon receipt of the necessary approvals; and,
6. Exercise the twenty-five (25) year renewal option in accordance with Section 2 of Amended Loan Agreement Number 2386, as stipulated in the new proposed Amendment, replacing the original ten (10) year renewal option, upon the execution of the Board-approved Amendment.

### SUMMARY:

FIDM Museum and Library, Inc., (FIDM) was founded in 1977. FIDM began as an educational resource for students studying at the Fashion Institute of Design and Merchandising, a private college in downtown Los Angeles that was founded in 1969. FIDM serves the students, outside researchers, and the community through accessible collections policies, exhibitions, curatorial scholarships, educational programs, and social media. The entire collection housed at FIDM is accessible and free-of-charge to students and researchers. FIDM presents at least three (3) exhibitions per year that are always free-of-charge.

The mission of FIDM is to "...provide students, researchers, designers, and the public with resources to examine the role of historic fashion, accessories, textiles, jewelry, fragrance, and related ephemera in their relationship to society, history, art, and technology."

On July 23, 1990, the Department of Recreation and Parks (RAP) and FIDM entered into Loan Agreement No. 2386 (Agreement), in which FIDM agreed to store, conserve, restore, maintain, and exhibit costumes and textile artifacts owned by RAP as part of the Hollywood Museum Collection as described in this Report. The term of the Agreement is twenty-five (25) years and will expire on July 22, 2015. Section 2 ("Term") of the Agreement allows for a ten (10) year extension upon written consent of both parties.

On April 23, 2014, FIDM sent written correspondence to RAP requesting that the ten (10) year extension be exercised. On June 4, 2014, staff met with FIDM representatives at the Fashion Institute of Design and Merchandising, located at 919 South Grand Avenue, Los Angeles, CA 90015 and was provided a tour of the facility. The facility is both an accredited educational facility and museum that showcases historical costumes and textile artifacts. Staff witnessed firsthand the care and respect with which FIDM stored and exhibited the loaned items. Further discussion resulted in mutual agreement that a second twenty-five (25) year term would benefit the City and give RAP additional time to consider whether to conduct a new Request for Proposals.

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Accordingly, Staff prepared an amendment to revise the Agreement from one (1) ten (10) year extension to one (1) twenty-five (25) year extension. This prior amendment also: 1) Corrected the name of the organization on the Loan Agreement from the "Fashion Institute of Design and Merchandising Museum and Library Foundation, Inc." to "FIDM Museum and Library, Inc."; 2) required FIDM to assign a monetary value to each artifact within two (2) years of the execution of the Amendment; and, 3) authorized the RAP General Manager to increase the insurance requirements based on the recommendation of the Risk Manager. The Board on November 19, 2014, accepted these amendments (Board Report No. 14-285).

During the process of review by the City Administrative Officer for the Mayor, and by the City Legislative Analyst in preparation for City Council consideration, questions arose about the replacement of language requiring annual documentation of value with a provision for a one-time monetary evaluation report submitted within twenty-four (24) months of exercising the extension. The initial concern was that any changes in value over time, including increases in value due to restoration work accomplished, would not be captured for insurance purposes with only one evaluation at the beginning of the extension. Additional concerns were generated in regard to possible unnoticed losses if internal valuations were not required after the first two (2) years. FIDM had not requested this particular change and representatives of FIDM concur with retaining the original language and continuing to submit annual reports.

Staff recommends that the Board rescind approval of this prior amendment and approve a revised Amendment. This revised Amendment still incorporates the following.

- Changes the term of the extension from ten (10) years to twenty-five (25) years.
- Corrects the name of the organization from "Fashion Institute of Design and Merchandising Museum and Library Foundation, Inc., to FIDM Museum and Library, Inc.
- Replaces language regarding insurance to update the requirements instructions and authorize the General Manager to make adjustments to the insurance coverage required based on recommendation of the City's Risk Manager.

Language in Section I (FIDM Responsibilities) is not changed by this Amendment. FIDM will still be required to provide written documentation regarding the artifacts in this collection and their value annually.

### Hollywood Museum Collection

In the mid-1960's, the Hollywood Museum Associates, Inc. (HMA), attempted to store, conserve, restore, maintain, and exhibit numerous costumes and artifacts obtained from the television and motion picture industry. HMA obtained a collection of costumes and artifacts from the studios, productions companies, and directly from the personal collection of many individual actors.

## REPORT OF GENERAL MANAGER

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HMA was unable to secure the necessary funding to maintain this venture or to secure permanent housing for exhibition. In 1968, HMA provided the collection to RAP in exchange for sufficient funds to cover HMA's indebtedness and with the condition that RAP would either secure a permanent location to exhibit the collection or loan the collection to various organizations.

RAP attempted to procure the necessary land and facility to store the items, but funding became an issue and plans were deferred indefinitely. The collection was then placed into storage in the Lincoln Heights jail until several organizations agreed to become responsible for the items.

RAP currently has similar agreements with organizations such as: the Academy of Motion Picture Arts & Sciences, the American Film Institute, the University of California Los Angeles, the University of Southern California, and the Gene Autry Western Heritage Museum.

These organizations ensure that the items are properly stored, displayed for public exhibition, and/or are used for educational purposes.

The Loan Agreement was approved by City Council by Ordinance No. 165192 pursuant to Charter Section 390 on September 8, 1989. Charter Section 390 has since been renumbered. The new Charter Section number is 373. Any type of contract, including loan agreements, obligating the City or any department to make or receive payment or other valuable consideration for a period longer than such period as provided by ordinance requires Council approval.

Similarly, Los Angeles Administrative Code (L.A.A.C.) Section 10.5(a) states in relevant part, "no board of the city shall make any contract, obligating the City, or any department of the City, to make or receive payments of money or other valuable consideration for a period longer than three years, unless such contract shall have been first approved by the Council."

The consideration for both the Loan Agreement and the proposed Amendment is the same (i.e. the costumes and textile artifacts for the Hollywood Museum Collection). The term of Loan Agreement and the proposed Amendment is more than three (3) years. Consequently, the proposed Amendment will require prior approval by City Council under L.A.A.C. Section 10.5(a) and Charter Section 373.

### Charter Section 1022

Los Angeles City Charter Section 1022 prohibits contracting out work that could be done by City employees unless the Board determines it is more economical and/or feasible to contract out the service.

FIDM is required to insure, store, conserve, restore as possible, and display when appropriate, costumes and textile artifacts of the Hollywood Museum Collection owned by RAP, at no cost to

REPORT OF GENERAL MANAGER

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RAP. It is therefore more economical to secure these services through an independent contractor.

FISCAL IMPACT STATEMENT:

There is no impact to the RAP General Fund as this Amendment is to loan costumes and textile artifacts to FIDM with no monetary exchange between RAP and FIDM.

This report was prepared by Joel Alvarez, Senior Management Analyst, Partnership Division

**BOARD OF RECREATION AND  
PARK COMMISSIONERS**

SYLVIA PATSAOURAS  
PRESIDENT

IRIS ZUÑIGA  
VICE PRESIDENT

LYNN ALVAREZ  
MELBA CULPEPPER  
MISTY M. SANFORD

LATONYA D. DEAN  
COMMISSION EXECUTIVE ASSISTANT II

**CITY OF LOS ANGELES**  
CALIFORNIA



**ERIC GARCETTI**  
MAYOR

March 5, 2015

**DEPARTMENT OF  
RECREATION AND PARKS**

COMMISSION OFFICE  
POST OFFICE BOX 86328  
LOS ANGELES, CA 90088-3280

Telephone: (213) 202-2640  
Facsimile: (213) 202-2610  
RAP.Commissioners@LACity.org

MICHAEL A. SHULL  
GENERAL MANAGER

Hon. Eric Garcetti, Mayor  
City of Los Angeles  
Room 303, City Hall

Attention: Ms. Mandy Morales

Dear Mayor Garcetti:

In accordance with Executive Directive No. 3, there are attached herewith three copies of a proposed *revised* Amendment to Contract No. 2386 with FIDM Museum and Library, Inc., for the loan of costumes and textile artifacts from the Hollywood Museum Collection.

Also attached for the assistance of your Office in reviewing this proposed agreement is Report No. 15-048, adopted by the Board of Recreation and Park Commissioners at its meeting of March 4, 2015. After review and recommendation by you, the proposed agreement will be submitted to the Board for final action.

If you have any questions with regard to the Proposed Agreement, please contact Joel Alvarez, Senior Management Analyst I, at (818) 243-6488.

Very truly yours,

BOARD OF RECREATION AND  
PARK COMMISSIONERS

LATONYA D. DEAN  
Commission Executive Assistant

Attachments

cc: Joel Alvarez, Partnership Division

2015 MAR 10 PM 4:20  
CITY ADMINISTRATIVE OFFICER

