

0220-05151-0757

TRANSMITTAL

TO The City Council	DATE 11-06-25	COUNCIL FILE NO. 23-1022
FROM Municipal Facilities Committee	COUNCIL DISTRICT 14	

The Municipal Facilities Committee (MFC) approved the recommendation of the attached General Services Department (GSD) report on October 30, 2025, which is hereby transmitted for Council consideration. Adoption of the report would authorize GSD to negotiate and execute a lease agreement with Hope the Mission to operate the A Bridge Home (ABH) site located at 310 N. Main Street in Council District 14 with 99 beds, which previously counted towards the City's Roadmap agreement. The term of the lease is up to 12 months.

There is no anticipated impact to the General Fund as a result of the recommendations in this report. On July 2, 2025, the Mayor concurred with the Council's approval of the CAO report (C.F. 23-1022-S16), which programmed \$3,216,015 of Homeless Housing, Assistance and Prevention Round 5 (HHAP-5) funds to support operations of the site through June 30, 2026. No funding is provided for leasing, since the site is owned by the City under GSD control and this is a no-cost agreement.



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Matthew W. Szabo
Chair, Municipal Facilities Committee

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CITY OF LOS ANGELES

CALIFORNIA



KAREN BASS
MAYOR

Agenda Item No. 4

TONY M. ROYSTER
GENERAL MANAGER
AND
CITY PURCHASING AGENT

DEPARTMENT OF
GENERAL SERVICES
ROOM 701
CITY HALL SOUTH
111 EAST FIRST STREET
LOS ANGELES, CA 90012
(213) 928-9555
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October 30, 2025

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

Attention: Adam Lid, Legislative Assistant

REQUEST AUTHORITY TO NEGOTIATE AND EXECUTE A LEASE WITH HOPE THE MISSION AT 310 MAIN STREET LOS ANGELES, CA 90012 TO OPERATE AN INTERIM HOUSING SITE

The Department of General Services (GSD) requests authority to negotiate and execute a lease agreement with Hope the Mission (HTM), a 501(c)3, to operate an interim housing site located at 310 N. Main Street Space 300 Los Angeles, CA 90012 in Council District 14 (CD 14).

BACKGROUND

On July 2, 2025, the Mayor and City Council approved the City Administrative Officer's (CAO) Fiscal Year 2025-2026 Annual Homelessness Funding Report (C.F. 23-1022-S16). The report authorized GSD to enter into a new lease agreement with Hope the Mission to operate the A Bridge Home (ABH) site, referred hereafter as the "Project". This City owned site has been used for temporary homeless housing since 2020.

The Project is an approximately 14,585 square-foot structure and accommodates 100 beds. Improvements include new walls/room partitions, offices, bathrooms, a bin-storage area, and a warming kitchen. The outdoor space includes a pet relief area and common area. The Project also contains personal hygiene and laundry facilities, with HTM providing supportive and community engagement services, and 24-hour security.

TERMS AND CONDITIONS

The no-cost lease term is for 12 months upon City Clerk's attestation with no renewal options. A complete set of terms and conditions are outlined on the attached term sheet.



SHELTER SERVICES

The Project will be operated by HTM (Operator), who was awarded the service provider contract through a Request for Proposals conducted by the Los Angeles Homeless Services Authority (LAHSA).

Founded in 2009, Hope the Mission is a faith-based compassion ministry that focuses on spiritual, emotional, physical, relational, occupational, and financial needs of their clients. Their two-pronged approach starts with crisis intervention then bridges clients, when they are ready, into long-term services that address chronic obstacles.

HTM aims to help clients find a job or form of public assistance, medical and mental health services, substance abuse counseling and recovery, and housing placement.

BUILDING MAINTENANCE, UTILITIES AND LANDSCAPING

The City shall maintain major building systems that service the entire project, limited to major plumbing, electrical, and mechanical systems. In cases of emergency or structural failure, GSD through Building Maintenance Division (BMD) shall remain available to provide emergency assistance.

The Operator shall be responsible for daily routine maintenance, including janitorial services, annual preventative maintenance, including but not limited to: interior electrical systems and light fixtures, fire life safety systems, smoke detectors including coordinating annual Reg-4 testing with the City, fire extinguishers, and maintenance/repairs to sprinkler heads and associated components.

The City's responsibility for the electrical system is limited to the infrastructure up to and including the main switchgear. The City's responsibility with respect to the maintenance and repair of the plumbing systems will be from the meter to the backflow device, and the outside connection to the main sewer line. The Operator shall also be responsible for plumbing including localized plumbing and drain backups (not affecting main lines), annual backflow testing, pest control, damage caused by negligent or intentional acts or omissions of the Operator or its parties, including repair or replacement of fixtures, outlets, plumbing, appliances and HVAC systems.

Furthermore, the Operator shall maintain the following:

- Electrical Systems- All electrical components beyond the switchgear, including distribution panels, outlets, lighting, and fixtures.
- HVAC Systems- Including ductless HVAC units, if any are installed at the site.
- All plumbing fixtures such as faucets, sinks, shower valves, trap primers, hose bibs, flush valves and water heaters. Additionally, the Operator shall also be responsible for shower pans, and floor/area drains.
- All locks, keys, and any associated repairs or requests, including those related to new staff onboarding or transitions between service providers.

ENVIRONMENTAL

Through the City Administrative Officer report, dated June 12, 2025 (C.F. 23-1022-S16), approved by the Council and Mayor on July 2, 2025, it was determined that the funding allocation, lease, change in service provider, and continued use for a period of approximately one year of the Bridge Housing/low barrier navigation center at 310 N. Main Street is statutorily exempt from California Environmental Quality Act (CEQA) under Public Resources Code Section 21080.27.5, applicable low barrier navigation centers and Government Code Section 8698.4(a)(4) governing homeless shelter projects under a shelter crisis declaration.

FUNDING

No funding is provided for leasing, since the site is owned by the City under GSD control and this is a no-cost agreement with Hope the Mission to operate the interim housing site.

FISCAL IMPACT

There is no impact to the General Fund as a result of the recommendations in this report.

RECOMMENDATION

That the Los Angeles City Council, subject to the approval of the Mayor, authorize GSD to negotiate and execute a lease agreement with Hope the Mission to operate an interim housing site located at 310 N. Main Street LA, CA 90012 under the terms and conditions substantially outlined in this report.



Tony M. Royster
General Manager

Attachment: Term Sheet

LEASING TERM SHEET

MFC DATE

October 30, 2025

LANDLORD

CITY OF LOS ANGELES - GSD

ADDRESS

111 E. FIRST ST. LA, CA 90012

TENANT

HOPE THE MISSION, 501(3) c, nonprofit

ADDRESS

16641 Roscoe Place North Hills, CA 91343

LOCATION

310 N. MAIN ST. LA, CA 90012

AGREEMENT TYPE

Lease

SQUARE FEET

14,585 SF

TERM

12 months

RENT START DATE

Upon City Clerk's Attestation

LEASE START DATE

Upon City Clerk's Attestation

OPTION TERM

No options

HOLDOVER

MTM

SUBLET/
ASSIGNMENT

Right to assign to operator with consent

TERMINATION

City may terminate with 30 days notice.

RENTAL RATE

None

ESCALATION

N/A

RENTAL ABATEMENT

None

ADDITIONAL RENT

None

PROPERTY TAX

None

OPEX

None

CAM	None
OTHER	None
SECURITY DEPOSIT	None
MAINTENANCE/ REPAIR	<p>The City shall maintain major building systems that service the entire project, limited to major plumbing, electrical, and mechanical systems. In cases of emergency or structural failure, GSD through Building Maintenance Division (BMD) shall remain available to provide emergency assistance.</p> <p>The Operator shall be responsible for daily routine maintenance, including janitorial services, annual preventative maintenance, including but not limited to: interior electrical systems and light fixtures, fire life safety systems, smoke detectors including coordinating annual Reg-4 testing with City, fire extinguishers, and maintenance/repairs to sprinkler heads and associated components.</p> <p>The City's responsibility for the electrical system is limited to the infrastructure up to and including the main switchgear. The City's responsibility with respect to the maintenance and repair of the plumbing systems will be from the meter to the backflow device, and the outside connection to the main sewer line. The Operator shall also be responsible for plumbing including localized plumbing and drain backups (not affecting main lines), annual backflow testing, pest control, damage caused by negligent or intentional acts or omissions of the Operator or its parties, including repair or replacement of fixtures, outlets, plumbing, appliances and HVAC systems.</p> <p>Furthermore, the Operator shall maintain the following:</p> <ul style="list-style-type: none"> • Electrical Systems- All electrical components beyond the switchgear, including distribution panels, outlets, lighting, and fixtures. • HVAC Systems- Including ductless HVAC units, if any installed at the site. • All plumbing fixtures such as faucets, sinks, shower valves, trap primers, hose bibs, flush valves and water heaters. Additionally, the Operator shall also be responsible for shower pans, and floor/area drains. • All locks, keys, and any associated repairs or requests, including those related to new staff onboarding or transitions between service provider
TENANT	None.

IMPROVEMENTS	
PARKING	None
UTILITIES	Tenant responsible for all utilities
CUSTODIAL	Tenant/operator shall be responsible for the site.
SECURITY	Tenant
PROP 13 PROTECTION	N/A
INSURANCE (City)	Tenant shall indemnify and hold harmless Landlord
OTHER:	
PRINT:	
SIGNATURE:	