

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

October 26, 2023

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: **APPROVAL TO EXERCISE THE OPTION TO TEMPORARILY EXTEND CONTRACT NO. 769 WITH USBT PROPERTY OWNER LP FOR THE MAINTENANCE OF CENTRAL LIBRARY LANDSCAPE AND HARDSCAPE AREAS**

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners (Board):

1. Approve, in accordance with Section 4.2(c) of Contract No. 769 with USBT Property Owner LP (USBT), the exercising of the option to temporarily extend the contract until January 3, 2024, for the maintenance of Central Library landscape and hardscape areas.
2. Authorize the City Librarian to transmit a formal notice to USBT, substantially in the form shown in Attachment A, regarding the approval to exercise the option to temporarily extend Contract No. 769.
3. Authorize the City Librarian and the City Attorney to make technical and clerical corrections, if needed, to the formal notice.
4. Adopt the attached Resolution regarding the Board approval to exercise the option to temporarily extend Contract No. 769 and authorizing the City Librarian to transmit the formal notice to USBT.

B. FINDINGS:

1. On October 4, 2013, the Library and Beringia Central LLC, entered into Contract No. 769 for the maintenance of the Central Library landscape and hardscape areas, including Maguire Gardens. On April 23, 2021, the First Amendment to Contract No. 769 was executed to reflect USBT as the new owner of the US Bank Tower. The contract was set to expire on August 3, 2023, and allows the Library the option to exercise a temporary extension to postpone the termination date until January 3, 2024.
2. On September 25, 2023, Library staff transmitted written correspondence to USBT stating the Library's desire to exercise the temporary extension option and the intent to present the matter to the Board for consideration.
3. Upon approval of this report, the City Librarian will transmit formal written notice (Attachment A) to USBT stating that the Board approved the exercising of the option under Section 4.2(c) of Contract No. 769 to temporarily extend the contract until January 3, 2024.
4. All other terms and conditions of Contract No. 769 shall remain in full effect.

5. Library staff are currently in discussions with USBT regarding a new agreement for the maintenance of Central Library landscape and hardscape areas, including Maguire Gardens.
6. The formal written notice has been reviewed by the City Attorney and is ready to be transmitted to USBT upon approval of this report.

Attachments

Project Manager: Eloisa Sarao, Director of Facility Planning and Maintenance

Prepared by: Claudia Aguilar, Senior Management Analyst
Robert Morales, Senior Management Analyst (Retired)

Reviewed by: Madeleine M. Rackley, Business Manager
Susan Broman, Assistant City Librarian

RESOLUTION

LIBRARY RESOLUTION NO. 2023-__ (C-__)

WHEREAS, on October 4, 2013, the Library and Beringia Central LLC, entered into Contract No. 769 for the maintenance of the Central Library landscape and hardscape areas, including Maguire Gardens;

WHEREAS, on April 23, 2021, the First Amendment to Contract No. 769 was executed to reflect USBT as the new owner of the US Bank Tower;

WHEREAS, the contract was set to expire on August 3, 2023, and Section 4.2(c) allows the Library the option to exercise a temporary extension to postpone the termination date until January 3, 2024;

WHEREAS, on October 26, 2023, the Board of Library Commissioners (Board) approved the exercising of the option to temporarily extend the contract until January 3, 2024, for the maintenance of Central Library landscape and hardscape areas; and

WHEREAS, on October 26, 2023, the Board authorized the City Librarian to transmit a formal notice to USBT regarding the Board approval to exercise the option to temporarily extend Contract No. 769.

THEREFORE, BE IT RESOLVED, that the Board adopts the recommendations and findings of the City Librarian's Board Report and authorizes the exercising of the option to temporarily extend Contract No. 769 until January 3, 2024, and authorizes the City Librarian to transmit a formal notice to USBT.

This is a true copy:

Raquel M. Borden
Commission Executive Assistant

LETTER

October __, 2023

Susan Perlas
General Property Manager
Silverstein Properties, Inc.
US Bank Tower
633 West Fifth Street, Suite 850
Los Angeles, CA 90071

SENT VIA EMAIL TO: sperlas@silvprop.com

NOTICE OF LIBRARY EXERCISING THE OPTION TO EXTEND CONTRACT NO. 769

Dear Ms. Perlas,

On October 26, 2023, the Board of Library Commissioners approved the exercising of the option under Section 4.2(c) of Contract No. 769 to temporarily extend the contract until January 3, 2024, for the maintenance of Central Library landscape and hardscape areas.

All other terms and conditions of Contract No. 769 shall remain in full effect.

If you have any questions regarding this correspondence, please contact Claudia Aguilar, Contract Administrator, at Claudia.Aguilar@lapl.org.

Sincerely,

JOHN F. SZABO
City Librarian