

MOTION

On July 23, 2021, the City Council instructed the City Clerk to negotiate and execute a sole source contract with Urban Place Consulting Group, Inc. (Urban Place) for the creation of a new 501(c)6 non-profit business association to administer the Greater Leimert Park Village / Crenshaw Corridor Business Improvement Districts' (BID) operations. A new California Nonprofit Mutual Benefit Corporation has now been formed by Urban Place. Urban Place's contract objectives included updating the BID by-laws and onboarding board members with appropriate training activities.

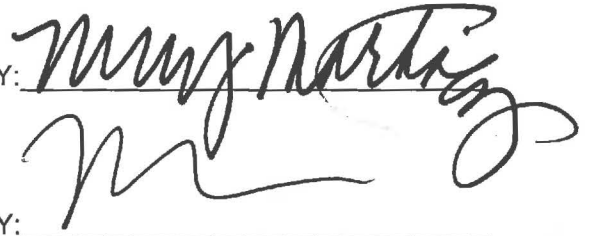
Urban Place has fulfilled the initial scope described in their contract, however the BID's new board members have requested further assistance with establishing BID operations, including:

1. Working with Board officers to establish a bank account;
2. Facilitating a contract between the City of Los Angeles and the new non-profit corporation;
3. Creating a 2022 budget for Board consideration and approval;
4. Working with the Board to identify, review and help select a BID administrator;
5. Updating the BID portal with any required documents;
6. Overseeing initial Board meetings; and
7. Establishing and facilitating BID administrator training on the new organization, Management District Plan, City policies, the BID portal, board meeting procedures and policies that comply with the Brown Act, and financial policies.

Action is needed to authorize a supplemental agreement with Urban Place for the above listed services.

I THEREFORE MOVE that the City Clerk be instructed and authorized to prepare, process, execute and administer a supplemental agreement to the contract between the City and Urban Place Consulting Group, Inc. to provide additional services to support the start-up of the new Greater Leimert Park Village / Crenshaw Corridor Business Improvement District, as further described in the text of this Motion, at a cost not to exceed \$30,000, using funding available from the Business Improvement District Trust Fund No. 659, and subject to the approval of the City Attorney as to form.

PRESENTED BY:



SECONDED BY:



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