



Executive Director's

Report to the
Board of Harbor Commissioners

DATE: MAY 23, 2024

FROM: WATERFRONT & COMMERCIAL REAL ESTATE

SUBJECT: RESOLUTION NO. _____ - APPROVE FIRST AMENDMENT TO AGREEMENT NO. E-7219 BETWEEN THE CITY OF LOS ANGELES HARBOR DEPARTMENT AND CHICAGO TITLE COMPANY

SUMMARY:

Staff requests approval of a First Amendment to Agreement No. E-7219 with Chicago Title Company for on-call real estate title and escrow services. Under the proposed Amendment, the term of the Agreement would be extended by two years from one year currently to three years as proposed, and compensation under the Agreement would increase by \$50,000 from \$25,000 currently to \$75,000 as proposed. The City of Los Angeles Harbor Department (Harbor Department) will continue to be financially responsible for the payment of costs incurred under Agreement No. E-7219.

RECOMMENDATION:

It is recommended that the Board of Harbor Commissioners (Board):

1. Find that the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of the California Environmental Quality Act (CEQA) under Article II Section 2(f) of the Los Angeles City CEQA Guidelines;
2. Approve the First Amendment to Agreement No. E-7219 with Chicago Title Company;
3. Authorize the Executive Director to execute and Board Secretary to attest to the First Amendment; and
4. Adopt Resolution No. _____.

DISCUSSION:

Background – The Cargo/Industrial Real Estate and Waterfront/Commercial Real Estate Divisions periodically require real estate title and escrow services on an as-needed basis. Therefore, in February 2023, staff conducted a Request for Proposal (RFP) process for on-call title and escrow services which was published on the Port of Los Angeles and Regional Alliance Marketplace for Procurement websites. At the conclusion of this RFP process, on July 6, 2023, Agreement No. E-7219 was executed with Chicago Title Company for a one-year term and compensation of \$25,000.

Need for Amendment – Since Agreement No. E-7219 was awarded to Chicago Title Company, staff has continued to require periodic on-call title and escrow services and

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anticipates continuing to require these services beyond the July 5, 2024, expiration of Agreement No. E-7219. The extension of Agreement No. E7219 involves additional standard City provisions, including but not limited to a Professional Liability Insurance requirement. Therefore, staff requests approval of the proposed First Amendment which would extend the term of the Agreement by two years and increase compensation by \$25,000 per year, or \$50,000 in aggregate over the proposed two-year extension period.

ENVIRONMENTAL ASSESSMENT:

The proposed action is approval of the First Amendment to Agreement No. E-7219 with Chicago Title Company for real estate title and escrow services, which is an administrative activity. Therefore, the Director of Environmental Management has determined that the proposed action is administratively exempt from the requirements of CEQA in accordance with Article II Section 2(f) of the Los Angeles City CEQA Guidelines.

FINANCIAL IMPACT:

Approval of the proposed First Amendment will extend the term of the existing one-year Agreement by two years and will increase compensation by \$50,000 from \$25,000 currently to \$75,000 as proposed. If the proposed Amendment is approved, spending is anticipated to occur as follows:

Fiscal Year	\$ Amount
2023/2024	\$25,000
2024/2025	\$25,000
2025/2026	\$25,000
Total	\$75,000

FY 2023/2024 funding in the amount of \$25,000 is available within Account 54290 (Misc. Professional Services), Center 0429 (Waterfront and Commercial Real Estate), Program 000. Future fiscal year funding will be requested as part of the annual budget process upon Board approval.

CITY ATTORNEY:

The First Amendment to Agreement No. E-7219 has been reviewed and approved to form and legality by the Office of the City Attorney.

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TRANSMITTALS:

1. First Amendment to Agreement No. E-7219
2. Agreement No. E-7219

FIS Approval: JS (Initials)
CA Approval: BO (Initials)

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APPROVED:

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