

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

April 9, 2020

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **ACCEPTANCE OF GIFT FROM THE FRIENDS OF WESTWOOD
LIBRARY AND MARLENE KLANSEK, A PATRON OF THE WESTWOOD
BRANCH LIBRARY**

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolution:

RESOLVED, That a gift of a Kawai Baby Grand Piano, bench, piano cover and lock valued at \$5,000 received from the Friends of Westwood Library and Marlene Klansek, a patron of the Westwood Branch Library, for the Westwood Branch Library be accepted;

FURTHER RESOLVED, That a letter of thanks be sent to the Friends of Westwood Library and to Marlene Klansek, a patron of the Westwood Branch Library expressing the grateful appreciation of the Board and staff for the generous gift.

FINDINGS:

1. This gift of a Kawai Baby Grand Piano, bench, piano cover and lock valued at \$5,000 will be used for musical programming at the Westwood Branch Library
2. A letter of thanks should be sent to:

Chris Combs, President
Friends of Westwood Library
1246 Glendon Avenue
Los Angeles, CA 90024

Marlene Klansek
(address on file)


Prepared by: Erika Thibault, Western Area Manager

Reviewed by: Chad Helton, Director of Branches

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

April 9, 2020

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian. 

SUBJECT: ACCEPTANCE OF GIFT FROM THE FRIENDS OF THE CHINATOWN LIBRARY

RECOMMENDATION:

That the Board of Library Commissioners adopts the following resolutions:

RESOLVED, That a gift of library materials for Chinatown Branch Library's Chinese Heritage Collection valued at \$3,497.09 received from the Friends of the Chinatown Library for addition to the Chinatown Branch Collection be accepted; and

FURTHER RESOLVED, That a letter of thanks be sent to the Friends of the Chinatown Library, expressing the grateful appreciation of the Board and staff for the generous gift.

FINDINGS:

1. This gift of library materials valued at \$3,497.09 will enhance the Chinatown Branch Library's Chinese Heritage Collection.
2. A letter of thanks should be sent to:

Cindy Fong, President
Friends of the Chinatown Library
639 N. Hill Street
Los Angeles, CA 90012


Prepared by: Kian Daizadeh, Northeast Area Manager

Reviewed by: Chad Helton, Director of Branches

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

April 9, 2020

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian 

SUBJECT: **ACCEPTANCE OF ELIZABETH BIXBY JANEWAY FOUNDATION
GRANT OF \$25,000 IN HONOR OF SUSAN KENT, FOR SERVICES
FOR PERSONS EXPERIENCING HOMELESSNESS**

RECOMMENDATION:

That the Board of Library Commissioners adopt the following resolutions:

RESOLVED, That a grant of \$25,000 from the Elizabeth Bixby Janeway Foundation, in honor of Susan Kent, for the Los Angeles Public Library's services for persons experiencing homelessness be accepted, and deposited in Trust Fund 831, Code 354; and

FURTHER RESOLVED, That a letter of thanks be sent to the Elizabeth Bixby Janeway Foundation, expressing the grateful appreciation of the Board and staff for this generous donation.

FINDINGS:

1. The funds will be used to support services offered at The Source, a Library program that brings together organizations and agencies serving persons experiencing homelessness and related issues, and also to support other services for persons experiencing homelessness.

2. A letter of thanks should be sent to:

Elizabeth Bixby Janeway Foundation
(address on file)
Shari Leinwand
(address on file)

Prepared by: Eva Mitnick, Director of Engagement and Learning

Reviewed by: Susan Broman, Assistant City Librarian

**BOARD OF LIBRARY
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630 WEST FIFTH STREET
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JOHN F. SZABO
CITY LIBRARIAN

April 9, 2020

LIBRARY RESOLUTION NO. 2020-XX (C-X)

RESOLVED, That a grant of \$25,000 from the Elizabeth Bixby Janeway Foundation, in honor of Susan Kent, for services for persons experiencing homelessness be accepted, and deposited in Trust Fund 831, Code 354 to be used to support the services offered at The Source and also to support other services for persons experiencing homelessness; and

FURTHER RESOLVED, That a letter of thanks be sent to the Elizabeth Bixby Janeway Foundation and Shari Leinwand expressing the grateful appreciation of the Board and staff for this generous donation.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:
NOES:
ABSENT:

**LIBRARY DEPARTMENT
BOARD REPORT**

April 9, 2020

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian *VS*

SUBJECT: **APPROVAL OF AMENDMENT NO. 1 TO SUPPLEMENTAL
AGREEMENT NO. 5 OF CONTRACT NO. 736 WITH SENCORP WHITE,
INC.**

RECOMMENDATIONS:

THAT The Board of Library Commissioners adopt the following recommendations:

1. That the BOARD approves Amendment No. 1 to Supplemental Agreement No. 5 of Contract No. 736 with Sencorp White Inc., formerly White Systems, Inc. ("Sencorp"), in order to extend the term of the contract one year to June 13, 2021.
2. That the BOARD find that Sencorp is the sole manufacturer of the compact shelving and parts used at the Central Library, and is the sole provider of maintenance services for this brand and model of compact shelving.
3. That the BOARD find pursuant to Charter Section 372(e)(2) that this is a sole source contract for the performance of professional, expert, technical, or other special services for which competitive bidding is not practicable or advantageous.
4. That the BOARD find pursuant to Charter Sections 371(e)(10) and 1022 and Los Angeles Administrative Code Section 10.15(a)(10) that the use of competitive bidding would be undesirable, impractical or impossible because Sencorp is the sole manufacturer and the sole provider of maintenance such that the work can be performed more economically by Sencorp than by City employees and because the City's Personnel Department and the Library's Human Resources department have also determined that City employees do not have the expertise to perform the work required.
5. That the City Librarian and the City Attorney be authorized to make technical changes if needed to the Amendment No. 1 to Supplemental Agreement No. 5 of Contract No. 736 prior to execution.
6. That the President of the Board of Library Commissioners be authorized to execute the agreement.
7. Funds are available in the Library's Contractual Services Account.

8. Authorize the City Attorney to correct where appropriate references in the Statement of Facts and in the Agreement regarding the description of the agreement.

STATEMENT OF FACTS:

1. On October 3, 1993, the renovated Central Library opened with a new compact shelving system manufactured and installed by White Systems Inc. that provides much more storage capacity than regular shelving.

The White Systems compact shelving unit provides 48,319 square feet of shelving to house more than 2 million volumes.

2. On August 4, 2005, the BOARD approved the issuance of a Request for Bids (RFB) for the maintenance of the compact shelving at the Central Library. White Systems, Inc. was the only firm to respond to the RFB.
3. On October 6, 2005, the BOARD approved the Contract No. 736 between the City and White Systems, Inc. for the period June 14, 2006 through June 13, 2009.
4. On May 28, 2009, the BOARD approved Amendment No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2010.
5. On March 25, 2010, the BOARD approved Amendment No. 2 to the Contract No. 736 to extend the term of the contract through June 13, 2011.
6. Contract No. 736 expired on June 13, 2011. Thereafter on July 7, 2011 the BOARD approved Supplemental Agreement No. 1 to Contract No. 736 between the City and White Systems, Inc., to extend the term of the contract through June 13, 2012.
7. On January 26, 2012 the BOARD approved Amendment No. 1 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2013.
8. On February 14, 2013 the BOARD approved Amendment No. 2 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2014.

9. On February 27, 2014 the BOARD approved Amendment No. 3 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2015.
10. On March 17, 2015 the BOARD approved Amendment No. 4 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2016.
11. On October 31, 2015 Connell Limited Partnership acquired White Systems Inc. and changed its name to Sencorp White, Inc.
12. On May 26, 2016, the BOARD approved Supplemental Agreement No. 2 to Contract No. 736 between the Library Department and Sencorp White, Inc. to extend the term of the contract through June 13, 2017.
13. On June 8, 2017, the BOARD approved Supplemental Agreement No. 3 to Contract No. 736 to extend the term of the contract through June 13, 2018.
14. On June 14, 2018, the BOARD approved Supplemental Agreement No. 4 to Contract No. 736 to extend the term of the contract through June 13, 2019.
15. On May 9, 2019, the BOARD approved Supplemental Agreement No. 5 to Contract No. 736 to extend the term of the contract through June 13, 2020.
16. The compact shelving requires continuous service and maintenance to be efficient. Sencorp White, Inc. formerly White System is the manufacturer of the system and parts, and is the sole provider of maintenance services for this brand and model of compact shelving.
17. The term of this Amendment No. 1 to Supplemental Agreement No. 5 to Contract No. 736 shall be extended one year through June 13, 2021.
18. Sufficient funds in the amount of \$130,297.00 are available to provide maintenance services from the Library's Contractual Services Account.
19. The Deputy City Attorney has reviewed the contract as to form.

Prepared by: Eloisa Sarao, Director of Facilities & Event Management

Reviewed by: Susan Broman, Assistant City Librarian

**BOARD OF LIBRARY
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(TOLL FREE NO.)

JOHN F. SZABO
CITY LIBRARIAN

April 9, 2020

LIBRARY RESOLUTION NO. 2020-XX (C-X)

WHEREAS, on October 3, 1993, the renovated Central Library opened with a new compact shelving system manufactured and installed by White Systems, Inc.; and

WHEREAS, on August 4, 2005 the Board of Library Commissioners approved issuance of a Request for Bids (RFB) for the maintenance of the compact shelving system at the Central Library. White Systems, Inc. was the only firm to respond to the RFB; and

WHEREAS, on October 6, 2005, the Board of Library Commissioners approved Contract No. 736 between the City of Los Angeles and White Systems, Inc. The contract was approved for a three-year period, June 14, 2006 through June 13, 2009; and since 2009, the Board has approved extensions of the contract for one year periods; and

WHEREAS, on May 28, 2009, the BOARD approved Amendment No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2010; and

WHEREAS, on March 25, 2010, the BOARD approved Amendment No. 2 to the Contract No. 736 to extend the term of the contract through June 13, 2011; and

WHEREAS, Contract No. 736 expired on June 13, 2011. Thereafter on July 7, 2011 the BOARD approved Supplemental Agreement No. 1 to Contract No. 736 between the City and White Systems, Inc., to extend the term of the contract through June 13, 2012; and

WHEREAS, on January 26, 2012 the BOARD approved Amendment No. 1 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2013; and

WHEREAS, on February 14, 2013 the BOARD approved Amendment No. 2 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2014; and

WHEREAS, on February 27, 2014 the BOARD approved Amendment No. 3 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2015; and

WHEREAS, on March 17, 2015 the BOARD approved Amendment No. 4 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2016; and

WHEREAS, on October 31, 2015, Connell Limited Partnership acquired White Systems, Inc. and changed its name to Sencorp White, Inc. and has continued to be the sole provider of maintenance services for the brand and model of compact shelving at the Central Library; and

WHEREAS, on May 26, 2016, the Board approved Supplemental Agreement No. 2 to Contract No. 736 to extend the term of the contract through June 13, 2017 and accepted the assignment of the contract from White Systems to Connell Inc., Limited Partnership and its name change to Sencorp Inc.; and

WHEREAS, on June 8, 2017, the Board approved Supplemental Agreement No. 3 to Contract No. 736 to extend the term of the contract through June 13, 2018; and

WHEREAS, on June 14, 2018, the Board approved Supplemental Agreement No. 4 to Contract No. 736 to extend the term of the contract through June 13, 2019; and

WHEREAS, on May 9, 2019, the Board of Library Commissioners approved Supplemental Agreement No. 5 to Contract No. 736 to extend the term of the contract through June 13, 2020; and

WHEREAS, the BOARD found pursuant to Charter Section 372(e)(2) that this is a sole source contract for the performance of professional, expert, technical, or other special services for which competitive bidding is not practicable or advantageous; and

WHEREAS, the Board of Library Commissioners found pursuant to Charter Section 371(e)(10) and 1022 and Los Angeles Administrative Code Section 10.15(a)(10) that the use of competitive bidding would be undesirable, impractical or impossible because Sencorp White, Inc. is the sole manufacturer and the sole provider of maintenance such that the work can be performed more economically by Sencorp White, Inc. than by City employees and because the City's Personnel Department and Library's Human Resources department have also determined that City employees do not have the expertise to perform the work required; and

Library Resolution No. 2020-XX (C-X)
April 9, 2020
Page 3

WHEREAS, Funds are available in the Library's Contractual Services Account:

RESOLVED, That the Board of Library Commissioners approved Amendment No. 1 to Supplemental Agreement No. 5 to Contract No. 736 extending the term of the contract one year to June 13, 2021; and

FURTHER RESOLVED, that the City Librarian and City Attorney be authorized to make technical changes if needed to the amendment prior to execution.

FURTHER RESOLVED, that the City Attorney be authorized to correct where appropriate references in the Statement of Facts and in the Agreement regarding the description of the agreement.

This is a true copy:

Raquel M. Borden
Board Executive Assistant

Adopted by the following votes:

AYES:

NOES:

ABSENT:

AMENDMENT NO. 1 TO SUPPLEMENTAL AGREEMENT NO. 5

TO CONTRACT NO. 736

BETWEEN

THE CITY OF LOS ANGELES

AND

SENCORP WHITE, INC.

FOR THE MAINTENANCE OF THE COMPACT SHELVING AT CENTRAL LIBRARY

THIS IS AMENDMENT NO. 1 TO SUPPLEMENTAL AGREEMENT NO. 5, to Contract No. 736 (hereinafter referred to as the "Supplemental Agreement") is made and entered into by and between the City of Los Angeles, a municipal corporation, (hereinafter referred to as "City") acting by and through its Board of Library Commissioners, (hereinafter referred to as the "Board" or collectively as the "Library") and Sencorp White Inc. (hereinafter referred to as "Sencorp" or "Contractor").

WITNESSETH

WHEREAS, on October 3, 1993, the renovated Central Library opened with a new compact shelving system manufactured and installed by White Systems, Inc.; and

WHEREAS, on August 4, 2005, the Board approved the issuance of a Request for Bids (RFB) for the maintenance of the compact shelving at the Central Library, and White Systems, Inc., was the only firm to respond to the RFB; and

WHEREAS, on October 6, 2005 the Board approved Contract No. 736 between the City and White Systems, Inc. effective June 14, 2006 to June 13, 2009; and

WHEREAS, on May 28, 2009, the Board approved Amendment No 1 to Contract No. 736 to extend the contract term through June 13, 2010; and

WHEREAS, on March 25, 2010, the Board approved Amendment No. 2 to Contract No. 736 to extend the contract term to June 13, 2011; and

WHEREAS, Contract No. 736 expired on June 13, 2011. Thereafter, on July 7, 2011, the Board approved Supplemental Agreement No. 1 to Contract No. 736 between the City and White Systems Inc. to extend the term of the contract through June 13, 2012; and

WHEREAS, on January 26, 2012 the Board approved Amendment No. 1 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2013; and

WHEREAS, on February 14, 2013 the Board approved Amendment No. 2 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2014; and

WHEREAS, on February 27, 2014 the Board approved Amendment No. 3 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2015; and

WHEREAS, on March 17, 2015 the Board approved Amendment No. 4 to Supplemental Agreement No. 1 to Contract No. 736 to extend the term of the contract through June 13, 2016; and

WHEREAS, on October 31, 2015 Connell Limited Partnership acquired White Systems Inc. and changed its name to Sencorp White, Inc.; and

WHEREAS, on May 26, 2016 the Board approved Supplemental Agreement No. 2 to Contract No. 736 to extend the term of the contract through June 13, 2017 and accepted the assignment of the contract from White Systems to Connell Inc., Limited Partnership and its name change to Sencorp Inc.; and

WHEREAS, on June 8, 2017 the Board approved Supplemental Agreement No. 3 to Contract No. 736 to extend the term of the contract through June 13, 2018; and

WHEREAS, on June 14, 2018 the Board approved Supplemental Agreement No. 4 to Contract No. 736 to extend the term of the contract through June 13, 2019; and

WHEREAS, on May 9, 2019 the Board approved Supplemental Agreement No. 5 to Contract No. 736 to extend the term of the contract through June 13, 2020; and

WHEREAS, the Library now desires to extend the contract term of Contract No. 736 for a period of one year through June 13, 2021; and

NOW, THEREFORE, the parties hereby covenant and agree as follows:

1. Term: The term of this Supplemental Agreement No.5 to Contract No. 736, shall be from June 14, 2020 through June 13, 2021.
2. The City's obligation to make payments under Contract No. 736 shall not exceed \$130,297.00. If the City appropriates additional funds for this contract, then the City payment obligations may be expanded to the extent of such appropriation(s), subject to a properly executed amendment of Contract No. 736 to reflect such change.
3. Ratification Clause: Due to the need for Contractor's services to be provided continuously on an ongoing basis, Contractor may have provided services prior to the execution of this Amendment No. 1 to Supplemental Agreement No. 5, to

Contract No. 736. To the extent that said services were performed in accordance with the terms and conditions of this Amendment No. 1 to Supplemental Agreement No. 5, to Contract No. 736, and those services are hereby ratified.

Except where expressly modified by this Amendment No. 1 to Supplemental Agreement No. 5 to Contract No. 736, all other terms and conditions included in Contract No. 736 shall remain in full force and effect.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS THEREOF, the parties hereto have caused this Supplemental Agreement No. 5 to Contract No. 736 to be executed by their respective, duly authorized representatives.

BOARD OF LIBRARY COMMISSIONERS

**SENCORP WHITE INC. FORMERLY
WHITE SYSTEMS, INC.**

By _____
BÍCH NGỌC CAO
President

By: _____
BRIAN URBAN
President

Date _____

Date _____

APPROVED AS TO FORM:

ATTEST:

MICHAEL N. FEUER, City Attorney

By _____
BASIA JANKOWSKI
Deputy City Attorney

By _____
RAQUEL M. BORDEN
Commission Executive Assistant

Date _____

Date _____

ATTEST:

HOLLY L. WOLCOTT, CITY CLERK

By: _____
Deputy City Clerk

Date: _____