

City of Los Angeles City Administrative Office



Population:
3,878,704 (No. 2)

Govt Employees:
50,000

Address:
City Administrative Officer
200 N. Main St.
Suite 1500
Los Angeles, CA 90012-4137

Phone:
(213) 473-7500

Capabilities Statement:
[Link](#)

Cage Code:
644Y5

UEI Number:
CRZ1A1JTLQB6

DUNS#
12-474-2474



Site:
<https://cao.lacity.gov>

Mission:
The City Administrative Officer (CAO) provides internal and centralized services to the Mayor, City Council, and City departments. The CAO is the financial advisor to the Mayor and City Council and is the only appointed City officer to report both to the Mayor and City Council. The mission of the CAO is to provide sound advice and recommendations to the Mayor and Council on the fiscal condition, financial status, and future needs of the City and to promote productivity, economy, and efficiency in the conduct of City government so that available resources provide the greatest benefit possible to the residents of the City of Los Angeles.

Contacts and Stakeholders Information:

Matthew W. Szabo - City Administrative Officer
(213) 473-7565

Patricia J. Huber - Assistant City Admin Officer and Executive Officer
(213) 978-0605

Ben Ceja - Assistant City Administrative Officer
(213) 978-7688

Yolanda Chavez - Assistant City Administrative Officer
(213) 473-7522

Edwin C. Gipson II - Assistant City Administrative Officer
(213) 643-9397

Actsoft Workforce Manager for Gov:

- DHS signed the Authority to Operate (ATO) on Sept 12, 2024
- FPS completed their internal ATO in June 2025
- WFM for Gov passed three (3) Third Party Assessor Organizations (3PAO) Audits, the Initial Audit and two Annual Audits
- WFM for Gov is GovRAMP Authorized