

1 [Real Property Lease Amendment - 101 South Van Ness, LLC - 110-12th Street - Not to
2 Exceed \$454,668.67 in the Initial Year]

3 **Resolution approving and authorizing the Director of Property, on behalf of the City’s**
4 **Department of Administration’s ReproMail Services, to execute a lease amendment**
5 **extending the term for five years for continued use of approximately 10,469 square feet**
6 **of office space of real property located at 110-12th Street, with 101 South Van Ness,**
7 **LLC for continued use of approximately 10,469 square feet of office space at a base**
8 **rent of \$454,668.67 per year with 3% annual rent increases beginning February 1, 2024,**
9 **for an extended term commencing February 1, 2023, and expiring on January 31, 2028;**
10 **and authorizing the Director of Property to execute any amendments to the Lease,**
11 **make certain modifications and take certain actions that do not materially increase the**
12 **obligations or liabilities to the City, do not materially decrease the benefits to the City**
13 **and are necessary or advisable to effectuate the purposes of the Lease or this**
14 **Resolution.**

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16 WHEREAS, The City and County of San Francisco (“City”) entered into that certain ten-
17 year Lease dated February 1, 2013 (the “Lease”) originally with St. James Family Partnership,
18 L.P. (“Original Landlord”) and exercising the option with 101 South Van Ness, LLC (“Current
19 Landlord”) for the real property located at 110-12th Street (“Property”) authorized by
20 Resolution No. 407-12; and

21 WHEREAS, The Property is approximately 10,469 square feet of space to address
22 specialized requirements of ReproMail’s production equipment, printers, and mailing
23 machines as well as providing easy access to its client City Departments; and

24 WHEREAS, The Real Estate Division (“RED”), on behalf of ReproMail, negotiated with
25 the Landlord a lease amendment to: (i) extend the lease term for five years through January

1 31, 2028 (“Extended Term”); and set the base rent at \$454,668.67 (or \$43.43per square foot)
2 in the initial year with 3% annual increases; and

3 WHEREAS, A copy of the proposed Lease Amendment is on file with the Clerk of the
4 Board in File No. 230090; and

5 WHEREAS, The Extended Term, upon approval of this Resolution by the Board of
6 Supervisors, will be on the same terms and conditions as the Lease and the City will have one
7 remaining five year lease extension available; now, therefore, be it

8 RESOLVED, That in accordance with the recommendation of the Director of Property
9 and the City Administrator’s Office, ReproMail Director, the Board of Supervisors approves the
10 Lease Amendment and authorizes the Director of Real Estate to take all actions on behalf of
11 the City necessary or advisable to effectuate the Lease Amendment with 101 South Van Ness
12 LLC, as Current Landlord, for 110-12th Street, San Francisco, California, substantially in the
13 form on file with the Clerk of the Board of Supervisors in File No. 230090; and, be it

14 FURTHER RESOVLED, Authorizing the Director of Property to execute any
15 amendments to the Lease, make certain modifications and take certain actions that do not
16 materially increase the obligations or liabilities to the City, do not materially decrease the
17 benefits to the City and are necessary or advisable to effectuate the purposes of the Lease or
18 this Resolution; and, be it

19 FURTHER RESOLVED, That within 30 days of the Lease Amendment being fully-
20 executed by all parties, the Director of Property shall provide the final Lease Amendment to
21 the Clerk of the Board for inclusion into the official file.

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