



Edwin M. Lee, Mayor  
 Naomi M. Kelly, City Administrator



John Updike  
 Director of Real Estate

June 12, 2014

Office of the Public Defender  
 Lease of Real Property  
 258A Laguna Honda Boulevard

Through Naomi Kelly  
 City Administrator

Honorable Board of Supervisors  
 City and County of San Francisco  
 City Hall, Room 244  
 1 Carlton B. Goodlett Place  
 San Francisco, CA 94102

Dear Board Members:

Attached for your consideration is a Resolution authorizing the lease of real property at 258A Laguna Honda Boulevard, for use by the Office of the Public Defender.

This proposed lease is for 1,800 rentable square feet for five years with one five year option. The Office of the Public Defender currently leases the space at 258A Laguna Honda Boulevard that they utilize to provide services to clients at the San Francisco Juvenile Justice Center. The current lease expired on December 31, 2013 and is currently month-to-month.

The schedule for base rent for the proposed lease shall be:

<u>Year</u>	<u>Monthly</u>	<u>Annually/SF</u>
1	\$3,500.00	\$23.28
2	\$3,605.00	\$24.00
3	\$3,713.15	\$24.72
4	\$3,824.54	\$25.44
5	\$3,939.28	\$26.28

The initial rental rate is considered fair market rent for the area. The landlord will provide janitorial services at City's cost, not to exceed \$625 per month, subject to annual increases that are not to exceed 10%, with supporting documentation of any increase. City will be responsible for paying for electricity, water, sewer, and trash pick-up services for the premises, directly to the provider.

Given the needs of the Office of the Public Defender, we highly recommend approval of the proposed lease. If you have any questions regarding this matter, please contact Jason Hinson in our office at 554-9873.

Respectfully,

A handwritten signature in black ink, appearing to read "John Updike", with a long, sweeping horizontal stroke extending to the right.

John Updike  
Director of Property

Attachment

cc: Angela Auyong, OPD