

# City and County of San Francisco

# Human Services Agency

Department of Human Services  
Department of Aging and Adult Services

*Trent Rhorer, Executive Director*



*Edwin M. Lee, Mayor*

April 21, 2016

Honorable Board of Supervisors  
City and County of San Francisco  
City Hall, 1 Dr. Carlton B. Goodlett Place  
San Francisco, California 94102

## **Re: Lease of 165 Capp Street, San Francisco**

Dear Board Members:

Attached for your consideration is a Resolution authorizing the lease renewal by the City of the Building comprising approximately 6,500 square feet at 165 Capp Street, San Francisco, California, for the continued use by the Human Services Agency's neighborhood homeless drop-in and referral center.

The proposed lease of the Building is for an initial term of five (5) years commencing upon approval by the Board of Supervisors and Mayor, in their respective sole and absolute discretion.

City shall have two additional five (5) year option periods to extend the lease term based on the same terms and conditions except that the rent shall be adjusted to 95% of the then prevailing rent for similar buildings, subject to the enactment of a resolution by the Board of Supervisors and the Mayor, in their respective sole and absolute discretion, approving and authorizing the same.

On behalf of the Human Services Agency, the Real Estate Division negotiated the lease at a fair market rent of \$20,041.67 per month (approximately \$3.08 psf), subject to annual adjustments of three percent (3%). Furthermore, City shall continue to pay for its janitorial, pest, debris, and utility costs in addition to operating expenses estimated to be \$2,500 per year.

The Human Services Agency recommends approval of the proposed lease. Funds are available in index code 45HLOH.

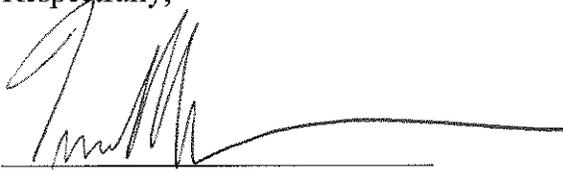
Honorable Board of Supervisors

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If you have any questions in this regard, please contact Dan Kaplan of this office at 415-557-5641 or Claudine Venegas with the General Services Agency's Real Estate Division at 415-554-9872.

Respectfully,

A handwritten signature in black ink, appearing to read 'Trent Rhorer', is written over a horizontal line. The signature is stylized and extends to the right of the line.

Trent Rhorer, Executive Director  
Human Services Agency

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Attachments

cc: Dan Kaplan, Human Services Agency  
John Updike, Director, Real Estate Division  
Naomi Kelly, City Administrator  
Claudine Venegas, Real Estate Division