

City & County of San Francisco
London N. Breed, Mayor



Office of the City Administrator
Carmen Chu, City Administrator
Andrico Q. Penick, Director of Real Estate

September 28, 2023

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

RE: New Office Lease – City and County of San Francisco,
Human Services Agency, Tenant, and Gough Club, LLC, Landlord
42 Gough Street

Dear Board Members:

Attached for your consideration is a proposed Resolution for a new lease agreement at 42 Gough Street, for 1,744 square feet, to be used as a Parent Resource Hub managed by the Human Services Agency's Family and Children's Services Program.

The Parent Resource Hub will be a resource for foster parents to access centralized program support, including:

- Donated items, such as children's clothing, toys and supplies;
- State-mandated training for the Resource Family Approval Program;
- A meeting place for local foster parent associations, support groups and mentoring programs; and
- A place for foster youth to engage in age-appropriate activities.

The proposed lease term is 3 years, with a one-year option to extend. The annual rent for the first year is \$44,472, full-service, with annual CPI escalations of 3% to 5% and two months of abated rent.

The lease provides an option to rent up to two parking spaces at \$120 per month for use by foster parents donating and picking up goods and supplies, and volunteers managing programs at the Parent Resource Hub.

The proposed site was selected for its close proximity to Market Street and public transportation and to the HSA administrative offices located at 170 Otis Street.

Should you have any questions regarding the underlying use, please contact Dan Kaplan, Deputy Director for Administration & Finance, Human Services Agency at (415) 557-5641; or regarding the transaction, Claudia Gorham, Deputy Managing Director, Real Estate Division at (415) 554-9871.

Respectfully,



Andrico Q. Penick
Director of Real Estate