



**SFMTA**  
Municipal  
Transportation  
Agency

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**January 27, 2016**

**Angela Calvillo, Clerk of the Board**  
**Board of Supervisors**  
**1 Dr. Carlton B. Goodlett Place, Room 244**  
**San Francisco, CA 94102-4689**

***Subject: Lease for 30 Tanforan Avenue, South San Francisco***

**Dear Ms. Calvillo:**

Attached are an original and two copies of a proposed resolution authorizing a Lease with a Purchase Option, Extension Option, and a Right of First Refusal, with Tanforan Industrial Park, LLC, as landlord, and the City and County of San Francisco, by and through the San Francisco Municipal Transportation Agency (SFMTA) as tenant, for certain premises at 30 Tanforan Avenue in South San Francisco, in order to provide for the SFMTA Bus Operator training courses and other transit-related uses. We respectfully request that this item be scheduled for the February 24, 2016 committee hearing or at the latest March 2, 2016.

The following is a list of additional accompanying documents:

- Briefing letter
- Lease for certain premises at 30 Tanforan Avenue, South San Francisco
- SFEC Forms for BOS and Mayor
- MTAB Resolution

SFMTA's Local Government Affairs Liaison, Janet Martinsen, is available at [janet.martinsen@sfmta.com](mailto:janet.martinsen@sfmta.com) or (415) 701-4693 to answer any questions you may have about the submission.

Sincerely,

A handwritten signature in black ink, appearing to read "E. Reiskin", is written over a white rectangular background.

**Edward D. Reiskin**  
**Director of Transportation**