



**COUNTY OF SAN MATEO**  
Inter-Departmental Correspondence  
County Manager



**Date:** March 18, 2015  
**Board Meeting Date:** April 28, 2015  
**Special Notice / Hearing:** None  
**Vote Required:** Majority

**To:** Honorable Board of Supervisors

**From:** John L. Maltbie, County Manager

**Subject:** Amendment to Lease Agreement with Harbor Belmont Associates, for office space occupied by Behavioral Health and Recovery Services at 310 Harbor Boulevard, unincorporated Belmont (Lease No. 1262).

**RECOMMENDATION:**

Adopt a resolution authorizing the:

- A) President of the Board to amend Lease No. 1262 with Harbor Belmont Associates of 12,000 square feet of office space at 310 Harbor Boulevard, unincorporated Belmont, to extend the term through April 30, 2016 and to grant the County the right to terminate the lease; and
- B) County Manager or his designee to execute notices, options and documents associated with the lease including, but not limited to, extension or termination of the lease under the terms set forth therein.

**BACKGROUND:**

In November 2003, the County and Landlord entered into Lease No. 1262 of office space at 310 Harbor Boulevard, in unincorporated Belmont, for the use of various programs of the Human Services Agency ("HSA"). The County and the landlord subsequently entered into an amendment to the lease which modified the area of the premises and extended the term. The premises is now occupied by Behavioral Health and Recovery Services. The lease expires on April 30, 2015, and the County is in the process of negotiating a new long term lease with tenant improvements. It is expected that a tenant improvement plan and construction will be completed within a year. The County and landlord desire to amend the lease to extend the term to April 30, 2016, and authorize the County to terminate the lease when a new lease for the premises is entered into between landlord and County or on 90 days' notice, but otherwise under the same terms and conditions.

**DISCUSSION:**

Real Property Services has negotiated a fourth amendment to the lease agreement which extends the term of the lease for one year to April 30, 2016, authorizes the County to terminate the lease when a new lease for the premises is entered into between landlord and County or on 90 days' notice. There are no changes to the premises or use of the facility as a result of the amendment.

County Counsel has reviewed and approved the amendment and resolution as to form. The Chief of the Health System concurs in this recommendation.

Approval of this amendment contributes to the Shared Vision 2025 outcome of a Healthy Community by establishing agreements that allow the County of San Mateo to continue to provide essential functions from a centralized location.

**PERFORMANCE MEASURE(S):**

Measure	FY 2014-15 Actual	Avg. Asking Rate San Mateo County Q4-2014
Monthly Rate:	\$1.70	\$3.88

Real Property Services strives to maintain an average cost of leased facilities that compares favorably with the average asking rate for comparable facilities in the County. The rental rate for the leased area is unchanged, at \$1.70 per square foot per month, which compares favorably with the Countywide average asking rate of \$3.88 per square foot per month.

**FISCAL IMPACT:**

The rent of \$20,407 per month is included in the Fiscal Year 2014/2015 budget of the Health System.