



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

County Manager's Office

DATE: December 11, 2001

BOARD MEETING DATE: January 8, 2002

TO: Honorable Board of Supervisors

FROM: Paul T. Scannell, Assistant County Manager *Paul T. Scannell*

SUBJECT: Second Amendment to Lease with Manor Associates Ltd. for Office Space at 32 W. 25th Avenue, Suite 203A, San Mateo for the Women, Infant and Children's Supplemental Food and Nutritional Program (W.I.C.) Lease No. 1204

Recommendation

Adopt a Resolution authorizing the President of the Board of Supervisors to execute a Second Amendment to Lease to further modify the term and increase the monthly rent.

Background

Since 1995 the Women, Infants and Children's Supplemental Nutritional Program (W.I.C.) has occupied office space at 32 W. 25th Avenue, Suite 203 in San Mateo. The lease expired on August 31, 2001. Real Property is currently looking for alternative space that will consist of a lower rental rate and better location for the convenience of the public. The month to month tenancy will allow the County to terminate the agreement at anytime with thirty days notice to the Landlord.

Discussion

The Second Amendment has been negotiated with Manor Associates for a month to month tenancy. The rent will be amended and increase from the previous rental rate of \$7,107.29 (\$2.32 per square foot) to \$9,053.55 (\$2.95 per square foot) which is considered to be fair market rent.

The Director of Health Services concurs with this recommendation. County Counsel has reviewed and approved the Second Amendment as to form.

Fiscal Impact

Funds have been budgeted for the increase in rent.

Cc/enc: D. Penny Bennett, Deputy County Counsel

cc: Margaret Taylor, Director of Health Services

Sally Brother, Health Services Manager

Steve Alms, Manager, Real Property Services

Carolyn Hamilton, Real Property Agent, Real Property Services

RESOLUTION NO. _____

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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**RESOLUTION AUTHORIZING EXECUTION OF A SECOND AMENDMENT
TO LEASE BETWEEN THE COUNTY OF SAN MATEO AND MANOR ASSOCIATES,
LTD. FOR OFFICE SPACE AT 32 W. 25th AVENUE, SUITE 203, SAN MATEO,
CALIFORNIA (LEASE NO. 1204)**

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of
California, that

WHEREAS, on June 27, 1995 the County of San Mateo and Manor Associates, Ltd.
entered into an agreement and as amended by agreement dated August 18, 1998 for the lease of
office space located at 32 W. 25th Avenue, Suite 203, San Mateo, California; and

WHEREAS, the parties now wish to further amend that agreement, and

WHEREAS, this Board has been presented with a form of such Second Amendment To
Lease and said Board having examined and approved the Second Amendment To Lease as to
both form and content, desire to enter into the Second Amendment To Lease;

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED: 1.

That the President of this Board of Supervisors be, and is hereby, authorized and directed to
execute the Second Amendment To Lease for and on behalf of the County of San Mateo, and the
Clerk of this Board shall attest the President's signature thereto.

2. That the Assistant County Manager is hereby authorized to accept or execute on behalf of the County, any and all notices and documents in connection with this Second Amendment To Lease.

* * * * *

SECOND AMENDMENT TO LEASE

32 W. 25th AVENUE, SAN MATEO FOR THE W.I.C. PROGRAM LEASE NO. 1204

This Second Amendment To Lease ("Amendment"), dated, for reference purposes only, this _____ day of _____, 2001, between the COUNTY OF SAN MATEO, a political subdivision of the State of California ("Tenant"), and MANOR ASSOCIATES, LTD, a California Limited Partnership ("Landlord"), who mutually agree as follows:

WHEREAS, Landlord is the owner of that certain real property identified as San Mateo County Assessor's Parcel 039-176-110, together with the improvements thereon; and commonly known as 32 W. 25th Avenue, San Mateo, California; and,

WHEREAS, Landlord and Tenant entered into a written lease dated June 27, 1995, ("the Lease"), in which Landlord leased to Tenant, and Tenant leased from Landlord, premises located at 32 W. 25th Avenue, Suite 203A, consisting of approximately 3,068 square feet of office space; and

WHEREAS, the Lease was amended by agreement dated August 18, 1998; and

WHEREAS, Landlord and Tenant desire to further amend the Lease to continue occupancy on a month to month lease at an increased monthly rent.

NOW THEREFORE, FOR GOOD AND VALUABLE CONSIDERATION, THE RECEIPT AND SUFFICIENCY IS HEREBY ACKNOWLEDGED, LANDLORD AND TENANT HEREBY AGREE TO AMEND THE LEASE AS FOLLOWS:

1. The following sentence is hereby added to Section 4 of the original lease and Section 2 of the 1998 First Amendment:

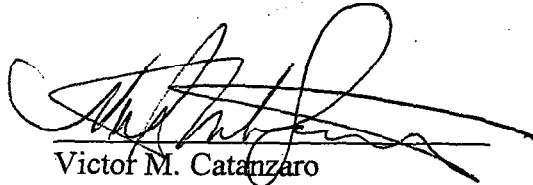
At the conclusion of the extended term, occupancy shall continue on a month-to-month basis in holdover status until terminated by either party on thirty (30) days prior written notice to the other party.

2. As of the effective date of this Amendment, the monthly rental set forth in Section 5A of the Lease as previously amended shall increase to \$9,053.55.
3. Upon delivery of a fully executed copy of this Second Amendment To Lease, this Amendment shall be effective retroactively to October 1, 2001.

Except as set forth in this Second Amendment To Lease, all other provisions of the Lease and Extension of Lease dated August 18, 1998, shall remain unchanged and in full force and effect.

This Second Amendment shall not be valid unless executed by the President of the Board of Supervisors of the County of San Mateo pursuant to a resolution adopted in accordance with the California Government Code.

LANDLORD
MANOR ASSOCIATES, LTD.



Victor M. Catanzaro
General Partner

TENANT
COUNTY OF SAN MATEO

Michael Nevin
President, Board of Supervisors

ATTEST: _____
Clerk of Said Board

Resolution No. _____