

**FIRSTAMENDMENT TO CONTRACT WITH CAPITAL REALTY GROUP
FOR PROPERTY MANAGEMENT SERVICES
FOR CITY-OWNED COMMERCIAL PROPERTIES**

This amendment made and entered into this ____ day of _____, 2020 by and between the **CITY OF SAN MATEO**, a municipal corporation existing under the laws of the State of California ("CITY"), and **Capital Realty Group**, a Sole Proprietorship and California Licensed Real Estate Broker ("CONTRACTOR"), whose address is 1200 Howard Avenue, Suite 204, Burlingame CA 94010.

WHEREAS, the CITY desires to extend the existing commercial property management services for City-owned commercial properties due to COVID-19's impact on retail tenants;

WHEREAS, the CONTRACTOR has been assisting the City managing the City's retail tenants since 2017, and has assisted the City in helping the tenants manage through shelter-in-place;

WHEREAS, the City desire to maximum term flexibility with the CONTRACTOR.

NOW, THEREFORE, the parties agree as follows:

1. SECTION 4 – "Term" is amended to read: The term of this contract will begin on July 1, 2017, and end on December 31, 2020. The City can terminate the contract any time prior to December 31, 2020, with a two-week written notice to the Consultant.
2. Exhibit B "Payment" is amended to read: The City will pay a contractor a flat fee for property management services of 6% of the rent (including common area maintenance charges or cam charges) for the these tenant space collected each month. In the event that the rents are deferred for specific tenants, the contractor will continue to paid for their management services. This fee is subject to revised lease terms on releasing of spaces. The monthly fee will be deducted from the rental income provided monthly to the City or from reserves held by the contractor.

IN WITNESS WHEREOF, CITY and CONTRACTOR have executed this Agreement the day and year first above written.

CITY OF SAN MATEO

CONTRACTOR

Kathy Kleinbaum
Assistant City Manager

Brett Barron
Broker, Capital Realty Group
DRE#00893787

APPROVED AS TO FORM

Gabrielle Whelan, Assistant City Attorney