

Andrew Perry
Senior Planner
Northeast Team, Current Planning Division
San Francisco Planning Department
1650 Mission Street,
Suite 400
San Francisco, California 94103

RE: Golden Gate University, Institutional Master Plan - Additional Update

Dear Mr. Perry,

In December 2019, Golden Gate University submitted our two-year update to Institutional Master Plan (IMP) as required by Planning Code Section 304.5(f). This memo provides additional updated information in regards to a planned revision to our campus operations.

While much of the information detailed in the 2017 IMP, and the 2019 two-year update, remain relevant, the manner in which we plan to use the facility has shifted in light of the impact of the COVID-19 Pandemic, And this then places us in a better position to further optimize the use of our 211,000 square-foot facility.

This leads us to a slight revision to the plan, in particular **Section 6 – Near-Term Development Plan Overview**. While we continue to explore options for maximizing the best use of our properties in the long-term, for the near-term we recently completed an in-depth space utilization and programming exercise to better determine how our facility can be best utilized going forward. As a result we have determined that we have approximately 45,000 square-feet of excess space, space that is not needed for our academic and administrative programs.

And so being mindful of our fiduciary responsibilities to properly manage our real estate portfolio, we are looking towards leasing that excess space to another higher-ed or other non-profit organization, or perhaps to a commercial tenant. This then might require that some tenant improvement (TI) work be performed in the leased spaces. And we may need to perform some TI work for ourselves as we re-work some of our existing spaces for this change. But at this point we don't have a tenant lined-up nor do

we know if any TI work would be required for the tenant or the University. We just wanted to make you aware of this change via the Master Planning update.

We remain committed to our Mission and Jessie Street facilities, and we will continue to further explore, and adapt to, new pedagogical methodologies that will allow us to continue to deliver world-class education programs to a diverse student body here in San Francisco.

If there any questions about this update, please feel free to contact me or Mike Koperski, our Director of Business Services & Facilities at mkoperski@ggu.edu or 925-352-8817.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Burgher', with a long horizontal flourish extending to the right.

Joshua L. Burgher
Chief Operating Officer