

FILE NO. 130733

Petitions and Communications received from July 8, 2013, through July 15, 2013, for reference by the President to Committee considering related matters, or to be ordered filed by the Clerk on July 23, 2013.

**Personal information that is provided in communications to the Board of Supervisors is subject to disclosure under the California Public Records Act and the San Francisco Sunshine Ordinance. Personal information will not be redacted.**

From Clerk of the Board, reporting the following individuals have submitted Form 700 Statements: (1)

Stephany Ashley - Legislative Aide - Leaving  
Jessica Canonoy - Legislative Aide - Assuming

From Mayor, submitting report of gifts received during FY2012-2013. Copy: Each Supervisor. (2)

From Department of Child Support Services, certifying Adopted Budget for FYS 2013-2014 and 2014-2015. Copy: Each Supervisor. (3)

\*From Controller, submitting the FY2014-2015 Proposed Salary Ordinance as of July 11, 2013. (4)

\*From Controller, submitting the FY2014-2015 Proposed Budget and Appropriation Ordinance as of July 11, 2013. (5)

From Shekufeh Samii, regarding support for Neighborhood Emergency Response Team. (6)

From Allen Jones, regarding impact of Candlestick on black community. (7)

From Richard Solomon, regarding parking spaces on Polk Street. (8)

From James Chaffee, regarding San Francisco Public Library Gift Fund. File No. 130544. (9)

From concerned citizens, regarding fiber broadband. 4 letters. (10)

From Lynda Norman, regarding petition to "Restore Sharp Park." (11)

From Nancy Elsner, regarding Canada Geese population at Stow Lake. (12)

From Patricia Sharp, regarding Excelsior Branch Library hours. (13)

From Lili Farhang, regarding Dr. Rajiv Bhatia's contributions to public health. (14)

From Clerk of the Board, distributing FY2013 Edward Byrne Memorial Justice Assistance Grant Program application for review. (15)

From Clerk of the Board, reporting Diversity Tracking System progress. (16)

From Clerk of the Board, the following departments have submitted their reports regarding Sole Source Contracts for FY2012-2013: (17)

- Airport
- Arts Commission
- Assessor-Recorder
- Department of Building Inspection
- City Attorney
- District Attorney
- Economic and Workforce Development
- Elections
- Law Library
- Department of the Environment
- Port
- Public Library
- Public Utilities Commission
- Status of Women
- Treasurer-Tax Collector
- War Memorial and Performing Arts

\*From the Office of Citizen Complaints, submitting quarterly report for First Quarter 2013. Copy: Each Supervisor. (18)

From Department of Elections, regarding Certification of the 8 Washington Street Special Use District Initiative Petition. Copy: Each Supervisor, Clerk of the Board, Legislative Deputy, Legislation Clerk. (19)

From Animal Care and Control, submitting 12B and 14B Waiver Request Form for Animal Health International Inc. (20)

From Animal Care and Control, submitting 12B and 14B Waiver Request Form for MWI Veterinary Supply Co. (21)

From concerned citizens, regarding Kaiser Health Plan. File Nos. 130653 and 130654. 2 letters. (22)

From Buena Vista Neighborhood Association, regarding SF SAFE Bike Registration and Education proposal. Copy: Each Supervisor. (23)

From concerned citizens, regarding San Francisco Community Land Trust. Copy: Each Supervisor. 2 letters. (24)

From California Department of Fish and Wildlife, submitting Notice of Proposed Rulemaking. Copy: Each Supervisor. (25)

From Lippe Gaffney Wagner LLP, regarding 706 Mission Street. File No. 130570. (26)

From Judith Beck, regarding privatization of City College and Strybing Arboretum. File No. 130537. (27)

From Dorothy Lefkovits, regarding support of Neighborhood Emergency Response Team program. (28)

From Paul Rupert, regarding family friendly workplace legislation. File 130622. (29)

From Eileen Boken, regarding California Environmental Quality Act Procedures legislation. File No. 130248. (30)

From Controller, submitting Annual Report of contributions to the City Services Preservation Fund for FY2012-2013. (31)

From Human Services Agency, regarding FY2012-2013 Donor Report for the Mayor's Fund for the Homeless. (32)

From District Attorney, submitting Annual Report on gifts received. Copy: Each Supervisor. (33)

\*(An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is available at the Clerk's Office, Room 244, City Hall.)

**BOARD of SUPERVISORS**



**City Hall**  
**1 Dr. Carlton B. Goodlett Place, Room 244**  
**San Francisco 94102-4689**  
**Tel. No. 554-5184**  
**Fax No. 554-5163**  
**TDD/TTY No. 544-5227**

Date: July 10, 2013

To: Honorable Members, Board of Supervisors

From: Angela Calvillo, Clerk of the Board

Subject: Form 700

This is to inform you that the following individual has submitted a Form 700 Statement:

Stephany Ashley, Legislative Assistant – Leaving  
Jessica Canonoy, Legislative Assistant – Assuming

Office of the Mayor  
City & County of San Francisco



Bos-11  
cp age  
Edwin M. Lee

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2013 JUL 10 PM 4:45

July 9, 2013

Ms. Angela Calvillo  
Clerk of the Board  
Board of Supervisors  
City Hall, Room 244  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102

Dear Ms. Calvillo:

Pursuant to Section 10.100-305 (San Francisco Gift Funds) of the Administrative Code, the Office of the Mayor received the following gifts during fiscal year 2012-2013:

Date	From	Gift	Value	Nature of Disposition
3/27/2013	Boston Properties	Ceremonial Groundbreaking Shovel – Transbay Tower	\$300.00	On display at Mayor's Office Conference Room
4/16/2013	Kilroy Realty	Ceremonial Groundbreaking Shovel – 350 Mission Street Groundbreaking	\$250.00	On display at Mayor's Office Conference Room
7/20/2013	San Francisco Giants	2012 San Francisco Giants Championship Ring	\$8,500.00	On display in Mayor's Office.

Please let me know if you have any questions.

Sincerely,

Edwin M. Lee  
Mayor

2



CITY AND COUNTY OF SAN FRANCISCO  
DEPARTMENT OF CHILD SUPPORT SERVICES

617 Mission Street, San Francisco, CA 94105-3503 Tel. (415) 356-2700  
Child Support Automated Information System 1-866-901-3212



EDWIN M. LEE  
MAYOR

KAREN M. ROYE  
DIRECTOR

July 1, 2013

Honorable Edwin Lee  
Mayor, City and County of San Francisco  
City Hall, Room 200

Angela Calvillo, Clerk of the Board  
Board of Supervisors  
City Hall, Room 244

Ben Rosenfield, Controller  
City Hall, Room 316

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2013 JUL -9 AM 10:20  
L

RE: Adopted Budget for FY 2013-14 and FY 2014-15

I hereby certify, in conformance with San Francisco Charter Section 9.115 and San Francisco Administrative Code Section 3.14, that the funding provided in the budget for FY 2013-14 and FY 2014-15 as adopted by the Board of Supervisors is adequate for my department to meet service levels as proposed to the Board.

I anticipate that I shall make no requests for supplemental appropriations barring unforeseen circumstances.

Karen M. Roye, Department Head

cc: Kate Howard, Mayor's Budget Director  
Leo Levenson, Controller's Budget and Analysis Director

**CITY AND COUNTY OF SAN FRANCISCO**

**PROPOSED SALARY ORDINANCE**

**AS OF JULY 11, 2013**

**AS PROPOSED BY THE BUDGET AND  
FINANCE COMMITTEE**



Document is available  
at the Clerk's Office  
Room 244, City Hall

File No. \_\_\_\_\_ Ordinance No. \_\_\_\_\_

**FISCAL YEAR ENDING JUNE 30, 2014 and  
FISCAL YEAR ENDING JUNE 30, 2015**

**FOR SELECT DEPARTMENTS**

**CITY AND COUNTY OF SAN FRANCISCO**

**PROPOSED BUDGET**

**AND**

**APPROPRIATION ORDINANCE**

**AS OF JULY 11, 2013**

**AS PROPOSED BY THE BUDGET AND**

**FINANCE COMMITTEE**



Document is available  
at the Clerk's Office  
Room 244, City Hall

File No. \_\_\_\_\_ Ordinance No. \_\_\_\_\_

**FISCAL YEAR ENDING JUNE 30, 2014 and  
FISCAL YEAR ENDING JUNE 30, 2015**

**FOR SELECT DEPARTMENTS**

5

---

**From:** ORNERT 2012 [ornert2012@gmail.com]  
**Sent:** Monday, July 08, 2013 8:30 PM  
**To:** Farrell, Mark  
**Cc:** Board of Supervisors; Diane Rivera  
**Subject:** Thank you Supervisor Farrell!

Dear Supervisor Farrell,

I am the NERT coordinator for the Central and Outer Richmond as well as the Sea Cliff neighborhoods. On behalf of NERT graduates in my territory, I wanted to thank you for your continued support of the NERT program throughout the city and particularly in our neighborhood. We are still in the process of building a strong team and appreciate your support towards this goal.

Thank you again,  
Shekufeh Samii

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** SF black community gets short end of the stick

**From:** Allen Jones [mailto:jones-allen@att.net]  
**Sent:** Tuesday, July 09, 2013 9:51 AM  
**To:** Board of Supervisors  
**Subject:** SF black community gets short end of the stick

Atten: All members of the San Francisco Board of Supervisors,

**SF Black community gets short end of the Candlestick**

Unaware that NFL commissioner Roger Goodell, in a published June 15, 2011 letter, vowed, the NFL "supports communities that support us"; the struggling Black community of San Francisco's BayView Hunters Point have plenty other reasons to feel as though they, got the short end of "The Stick."

First, NFL owners loaned the San Francisco 49ers \$200 million to leave Candlestick Park, stadium of the 49ers since 1970. Their new home, "LEVI'S Stadium" in Santa Clara CA, 35 miles south of the city.

49er's CEO, Jed York, then offered a "Host City" role for the city, in the team's bid, to host a Super Bowl contingent, on San Francisco allowing the team to opt out of its 2015 lease agreement.

At the behest of Mayor Ed Lee, June 5, 2012 SF Board of Supervisors unanimously approved an option that included an upfront fee of \$1 million. The agreement released the team of its 2015 \$6 million rent obligation, despite Supervisor Sean Elsbernd claim, the team, "Abandoned" the city. And City Hall never consulted with the community about doing further business with the team.

May, 21 2013, the NFL announced that San Francisco will host the 2016 Super Bowl L.

Efforts to improve the blighted area closest to Candlestick Park were decades of broken promises and delays by the 49ers. A general contractor in the area commented, "The team blocked any attempt by the city to do construction." Allegedly, the team feared the work would interfere with its, in season activities.

Now that the team has all but left the city, work to improve the area has begun with suspicious activity.

*"A group of picketers from Aboriginal Blackman United (ABU) was contained by SFPD at the bottom of the hill during the afternoon's proceedings. As black town cars chauffeured officials to the event site, the protesters' cries were drowned out by the music of Miles Davis playing from stage speakers."* Source: San Francisco Bay Guardian.

This was the third such recent protest by ABU, a Black community group that claims community Blacks are not being hired as promised. This first phase of a projected 20 year, \$8 billion housing and retail project, strangely is not funded.

Meanwhile, 49er's Jed York enthusiastically proclaimed, "25 percent" of the profits from hosting Super Bowl L will go towards the "Fight against poverty."

San Francisco resident, Terrance Barnes; not a football fan, responded, "The team took a billion dollar project out of the city and now that it gets to host a Super Bowl, they are concerned about poverty."

Allen Jones

(415) 756-7733

[jones-allen@att.net](mailto:jones-allen@att.net)

<http://sf49erfanrevolt.squarespace.com>

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** Don't remove parking spots on Polk Street, and stop making things harder on people using cars

---

**From:** Richard Solomon [mailto:richesla@hotmail.com]  
**Sent:** Tuesday, July 09, 2013 10:17 AM  
**To:** Board of Supervisors  
**Subject:** Don't remove parking spots on Polk Street, and stop making things harder on people using cars

Dear Supervisors,

I am sick and tired on the SF war on cars. The "let them eat bicycles" attitude of the cycling extremists, is dismissive of the elderly, infirm, handicapped, those needing to transport goods, and especially families with children. Your own government is handing wringing over why so few families with children want to live in SF - the war on cars is a major reason why. It hurts the economy and quality of life by driving away visitors and making it so much more inconvenient to live in SF.

Richard Solomon  
Parkside  
San Francisco, CA

---

**From:** James Chaffee [chaffeej@pacbell.net]  
**Sent:** Monday, July 08, 2013 3:35 PM  
**To:** Board of Supervisors; Chu, Carmen; Campos, David; Chiu, David; Mar, Eric (BOS); Kim, Jane; Avalos, John; Breed, London; Cohen, Malia; Farrell, Mark; Yee, Norman (BOS); Wiener, Scott  
**Subject:** Chaffee -- Sunshine Complaint Against Restriction of Public Comment in Support of Friend's Exemption from Accountability  
**Attachments:** SUPES 15 06-24-13-NewGiftFund-01-wExh.pdf

Dear Friends,

Today I delivered the attached letter to the Board of Supervisors. The text of the letter is below for your convenience. The attachment includes my Sunshine Complaint for bypassing public comment for this proposal.

Very truly yours,

James Chaffee

---

Member, Board of Supervisors  
City Hall  
San Francisco, CA 94102

Re: San Francisco Public Library Gift Fund (New)  
File No. 130544, Petitions & Communications

Dear Supervisor:

As I am sure you are aware the provision for public comment has been increasingly debased by the Board of Supervisors under the current regime. Actually it is democratic traditions that have suffered as City Hall has become a swap meet with public assets being spread out for the corporate interests to pick over. The bargains are a windfall to the business interests and the harm comes to each member of the public an almost imperceptible dime at a time.

I delivered the attached complaint to the Sunshine Ordinance Task Force last week. This involves another attempt to bury even the minimal accountability that approval by the Board of Supervisors provides. It provides an exemption from disclosure gifts made, by its terms, "by non-profit organizations whose sole purpose is to support the activities of the San Francisco Public Library."

When there are continuing scandals about the refusal to provide records to support claims, a complete reversal of what contemporaneous reporting showed, a scandal regarding the City Librarian's Discretionary Fund, a pending investigation by the Fair Political Practices Commission, and the Branch Library Improvement Program is wrapping up, is the time when the public should be protected by calls for accountability. Yet an exemption for this outrageous theft is buried without public comment.

Very truly yours,

James Chaffee

cc: Interested citizens & media

---

**From:** Ryan Stenson [mailto:changemail.org]  
**Sent:** Monday, July 08, 2013 4:28 PM  
**To:** Board of Supervisors  
**Subject:** I just signed "Make fiber broadband a priority for San Francisco"

Dear San Francisco Board of Supervisors,

I just signed Dana S's petition "[Make fiber broadband a priority for San Francisco](#)" on Change.org.

As other cities embrace high-speed fiber broadband, San Francisco is getting left behind. Our city has underutilized public fiber and several local Internet Service Providers eager to deploy gigabit speed broadband to businesses and households, yet this is stymied by rules and regulations that have not kept pace with technology. Deployment of fiber and ultra-high speed broadband provides a unique opportunity to create innovation and new jobs, extend public access and develop valuable infrastructure that would serve our city for decades to come. I encourage you to develop policy to encourage fiber deployment and make ultra fast broadband a priority for San Francisco.

Sincerely,  
Ryan Stenson Palo Alto, California

---

There are now 15 signatures on this petition. Read reasons why people are signing, and respond to Dana S by clicking here:  
<http://www.change.org/petitions/make-fiber-broadband-a-priority-for-san-francisco?response=9272c59f571d>



---

**From:** anthony godshall [mailto:mail@changemail.org]  
**Sent:** Saturday, July 13, 2013 12:31 PM  
**To:** Board of Supervisors  
**Subject:** I just signed "Make fiber broadband a priority for San Francisco"

Dear San Francisco Board of Supervisors,

I just signed Dana S's petition "[Make fiber broadband a priority for San Francisco](#)" on Change.org.

As other cities embrace high-speed fiber broadband, San Francisco is getting left behind. Our city has underutilized public fiber and several local Internet Service Providers eager to deploy gigabit speed broadband to businesses and households, yet this is stymied by rules and regulations that have not kept pace with technology. Deployment of fiber and ultra-high speed broadband provides a unique opportunity to create innovation and new jobs, extend public access and develop valuable infrastructure that would serve our city for decades to come. I encourage you to develop policy to encourage fiber deployment and make ultra fast broadband a priority for San Francisco.

Sincerely,  
anthony godshall sf, California

---

There are now 17 signatures on this petition. Read reasons why people are signing, and respond to Dana S by clicking here:  
<http://www.change.org/petitions/make-fiber-broadband-a-priority-for-san-francisco?response=9272c59f571d>



---

**From:** Andrew Wilson [mailto:mail@changemail.org]  
**Sent:** Saturday, July 13, 2013 3:46 AM  
**To:** Board of Supervisors  
**Subject:** I just signed "Make fiber broadband a priority for San Francisco"

Dear San Francisco Board of Supervisors,

I just signed Dana S's petition "[Make fiber broadband a priority for San Francisco](#)" on Change.org.

As other cities embrace high-speed fiber broadband, San Francisco is getting left behind. Our city has underutilized public fiber and several local Internet Service Providers eager to deploy gigabit speed broadband to businesses and households, yet this is stymied by rules and regulations that have not kept pace with technology. Deployment of fiber and ultra-high speed broadband provides a unique opportunity to create innovation and new jobs, extend public access and develop valuable infrastructure that would serve our city for decades to come. I encourage you to develop policy to encourage fiber deployment and make ultra fast broadband a priority for San Francisco.

Sincerely,  
Andrew Wilson San Francisco, California

---

There are now 16 signatures on this petition. Read reasons why people are signing, and respond to Dana S by clicking here:  
<http://www.change.org/petitions/make-fiber-broadband-a-priority-for-san-francisco?response=9272c59f571d>



---

**From:** Jim Clarke [mailto:mail@changemail.org]  
**Sent:** Sunday, July 14, 2013 3:33 PM  
**To:** Board of Supervisors  
**Subject:** I just signed "Make fiber broadband a priority for San Francisco"

Dear San Francisco Board of Supervisors,

I just signed Dana S's petition "[Make fiber broadband a priority for San Francisco](#)" on Change.org.

As other cities embrace high-speed fiber broadband, San Francisco is getting left behind. Our city has underutilized public fiber and several local Internet Service Providers eager to deploy gigabit speed broadband to businesses and households, yet this is stymied by rules and regulations that have not kept pace with technology. Deployment of fiber and ultra-high speed broadband provides a unique opportunity to create innovation and new jobs, extend public access and develop valuable infrastructure that would serve our city for decades to come. I encourage you to develop policy to encourage fiber deployment and make ultra fast broadband a priority for San Francisco.

Sincerely,  
Jim Clarke San Francisco, California

---

There are now 18 signatures on this petition. Read reasons why people are signing, and respond to Dana S by clicking here:  
<http://www.change.org/petitions/make-fiber-broadband-a-priority-for-san-francisco?response=9272c59f571d>



---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** 25 more people signed: Joy M, Kathy Johnson...

**From:** lynda norman [mailto:mail@changemail.org]  
**Sent:** Wednesday, July 10, 2013 7:16 AM  
**To:** Board of Supervisors  
**Subject:** 25 more people signed: Joy M, Kathy Johnson...

25 people recently add their names to Wild Equity Institute's petition "Restore Sharp Park". That means more than 500 people have signed on.

There are now 752 signatures on this petition. Read reasons why people are signing, and respond to Wild Equity Institute by clicking here:

<http://www.change.org/petitions/restore-sharp-park?response=9272c59f571d>

Dear San Francisco Board of Supervisors,

Sharp Park Golf Course is owned by San Francisco but located in Pacifica, California. With a glut of golf courses around the Bay Area, I would like to see you work to transform Sharp Park from a money-losing, endangered species-killing golf course into a new National Park that provides recreational amenities everyone can enjoy. By partnering with the National Park Service, San Francisco can redirect the money it saves back to neighborhood parks and community centers, and we all get a new National Park! Please support the restoration of Sharp Park so valuable species can thrive and all people can enjoy the beautiful gifts nature has to offer.

Sincerely,

- 726. Joy M Westchester, New York
- 727. Kathy Johnson St.Paul Park, Minnesota
- 728. Jessica Collins Yellow Springs, Ohio
- 729. teralyn siller arlington, Texas
- 730. Kami Katmust Miami, Florida
- 731. Christeen Anderson Crestview, Florida
- 732. Ruth Miller Glasgow, United Kingdom
- 733. Mariette Grobler Roodepoort, South Africa
- 734. Judith Hand Daytona Beach, Florida
- 735. Giana Peranio-Paz Haifa, Israel
- 736. Doris Lehr Bayside Hills, New York
- 737. Toni Adisano Brooklyn, New York
- 738. Emma Spurgin Hussey Truro, United Kingdom
- 739. Auista Kakar Mission Viejo, California
- 740. Rebecca Minardi Des Moines, Iowa
- 741. Breanna Lindo Mililani, Hawaii
- 742. Julia Thollaug Montara, California
- 743. Barbara Williams El Granada, California
- 744. suzanne stephanik montara, California
- 745. Laura Vinai Homosassa, Florida

- 746. sun cho bayside, New York
- 747. Nikkole Nethery St Amant, Louisiana
- 748. Thimo Plaisant van der Wal Langeraar, Netherlands
- 749. R A Alexandria, Virginia
- 750. lynda norman clyde, North Carolina

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors  
**Subject:** Stow Lake, Golden Gate Park  
**Attachments:** Canada\_Geese.docx

**From:** A I M Member Account Update [mailto:elsnerparl@aol.com]  
**Sent:** Wednesday, July 10, 2013 12:44 PM  
**To:** Board of Supervisors  
**Subject:** Stow Lake, Golden Gate Park

Supervisors: Please read the enclosed letter. Consideration needs to be undertaken about the exploding Canada Geese population at Stow Lake. Lake Merritt in Oakland has had a lot of experience with this problem which we can consult before the problem in Golden Gate Park is out of our control.

Sincerely,  
Nancy Elsner  
e-mail: [elsnerparl@aol.com](mailto:elsnerparl@aol.com)

June 23, 2013

Mr. Philip Ginsberg, Director  
Recreation and Park Department  
McLaren Lodge-Golden Gate Park  
501 Stanyan Street  
San Francisco, CA 94117

Dear Mr. Ginsberg:

I take a daily walk around Stow Lake. I am alarmed at the substantial rapid growth of the Canada Geese population. Yesterday I counted 75 Geese around the Lake. An especial concern is the resulting large amounts of feces on walkways and lawns.

Evidently, ours is a perfect environment for Canada Geese, that is, fresh short green grasses near a permanent body of water. These birds are causing these problems:

1. Landscaping is being damaged and lawns are rapidly being denuded and turned into barren, dirt areas.
2. The public is walking through or sitting near large amounts of excrement and breathing contaminated air. In no time, if not now, Stow Lake will be rendered unfit for human use.
3. Canada Geese are particularly aggressive during breeding and nesting season from late February through June and a danger to visitors, especially children. Goslings and adults molt feathers during this period and they are scattered in the area furthering contamination.

My prime concern is to the health of the public; these conditions which could lead to health problems. I am calling your attention to this situation now because it can only grow worse in the future as the Geese population continues to explode. Later on as time goes by it will be doubly difficult and costly to deal with the problem.

Sincerely,

Nancy Elsner  
2275-19th Avenue, #8  
San Francisco, CA 94116-1867  
Telephone (415) 661-8137  
E-mail: [Elsnerparl@aol.com](mailto:Elsnerparl@aol.com)

cc Dr. Rajiv Bhaita, Director, S.F. Department of Public Health

**From:** Patricia Sharp [patriciasharp@pstarget.com]  
**Sent:** Tuesday, July 09, 2013 1:13 PM  
**To:** Lee, Mayor; Board of Supervisors; Sblackman@sfpl.org  
**Subject:** Please keep Excelsior Branch Library open on Monday nights

---

Dear Mayor Lee, Board of Supervisors and Library Commission

I am the coordinator of a knitting group that has been meeting on the second Monday of each month since 2008 at the Excelsior Library Branch. We have 18 members who love to knit and who support each other at these meetings. We all live in the neighborhood and some of us are older and have limited transportation which makes it a hardship to move to another branch library. Others of us only have Monday nights available since they work Tuesday through Thursday evenings.

**I am fearful that our group will have to disband due to this schedule change and would be very happy if you would help us by keeping the Excelsior Library open on Monday nights.**

I understand that the schedule revision the library wants to make will cost the city \$1 million/per year. Also, there are many people in the city who work during the day and who need to be able to use the library in the evening. If this change goes into effect, it would leave us with only three open nights per week, Tuesday through Thursday. That's simply not enough!

I hope you will stop this change. It will have a negative impact on too many people.

Thank you kindly.

Patricia Sharp

415.337.7387

521 Lisbon Street

San Francisco, CA 94112

---

**From:** Lili Farhang [lili@humanimpact.org]  
**Sent:** Wednesday, July 10, 2013 2:39 PM  
**To:** Board of Supervisors; Avalos, John; Breed, London; Campos, David; Chiu, David; Cohen, Malia; Farrell, Mark; Kim, Jane; Mar, Eric (BOS); Tang, Katy; Wiener, Scott; Yee, Norman (BOS)  
**Cc:** Aragon, Tomas; Garcia, Barbara; Redondiez, Raquel; Brown, Vallie; Ronen, Hillary; True, Judson; Bruss, Andrea; Kelly, Margaux; Angulo, Sunny; Pagoulatos, Nickolas; Lim, Victor; Summers, Ashley; Taylor, Adam; Scanlon, Olivia; Jonathan Heller; Solange Gould  
**Subject:** Dr. Rajiv Bhatia and His Contributions to Public Health  
**Attachments:** RBLetter.BoS.pdf

July 10, 2013

Supervisor John Avalos  
Supervisor London Breed  
Supervisor David Campos  
Supervisor David Chiu  
Supervisor Malia Cohen  
Supervisor Mark Farrell  
Supervisor Jane Kim  
Supervisor Eric Mar  
Supervisor Katy Tang  
Supervisor Norman Yee  
Supervisor Scott Wiener

San Francisco Board of Supervisors  
City Hall  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102

Dear Honorable Members of the San Francisco Board of Supervisors,

We, the undersigned members of the public health, social and environmental justice, foundation and academic communities, are writing to collectively highlight the cumulative contributions of Dr. Rajiv Bhatia to the fields of medicine, public health, and social justice and his accomplishments over the past decade and a half working for the health and well-being of San Francisco residents and workers. We understand that he has been put on administrative leave and is currently under investigation. While we have no knowledge or commentary on the details of the leave or investigation, we want to express our appreciation of his overall work and contribution to our fields.

Many across the nation have been grappling with how to improve the social and environmental conditions that are the cause of poor health and health inequities. Under Dr. Bhatia's leadership, the San Francisco Department of Public Health's Environmental Health Section has found practical ways – using research, policy, regulation and cross-sector collaboration – to produce measurable improvements to environmental and social conditions throughout San Francisco's diverse communities. Dr. Bhatia's work to improve occupational, housing, land use and transportation conditions in San Francisco are both lauded and modeled by city, county, state and federal agencies around the country. More recently, work with the Mayor's Office of Innovation has demonstrated how partnerships with the technology sector can leverage government data and open data standards as a powerful force for health, government transparency, and accountability.

14

Dr. Bhatia began his career caring for medically indigent and homeless clients at the City's Tom Waddell Health Center. This past year, Dr. Bhatia was honored by the American Public Health Association with the prestigious Homer N. Calver Award as a nationally recognized leader who has made significant contributions to the field of environmental health. Furthermore, he has served as a mentor and trainer to hundreds of aspiring practitioners and emerging leaders, an instrumental quality for all of our professional fields to be advanced and evolve more broadly.

Under his leadership, SFPDPH's Environmental Health Section has advanced the following innovations to improve the well-being and life chances of residents and workers in San Francisco:

- Established the Program on Health, Equity and Sustainability (PHES) to combat systemic environmental and social inequalities that contribute to poor health;
- Leveraged health evidence to support policy campaigns for San Francisco's groundbreaking living wage and paid sick days laws;
- Designed and implemented innovative environmental public health laws regarding indoor air quality, noise prevention, asthma prevention, food security and nutritional disclosure;
- Led the development and implementation of the Sustainable Communities Index (formerly named the Healthy Development Measurement Tool), a community indicator system that has been replicated by jurisdictions around the country;
- Initiated and implemented interventions that integrated economically segregated lunch lines in San Francisco middle and high schools;
- Leveraged current regulatory authority to hold recalcitrant employers accountable and help recover tens of thousands of dollars in stolen wages to SF restaurant employees; and
- Provided critical leadership and support for the implementation of San Francisco's groundbreaking Open Data Law, developing data standards for restaurant and housing inspections, and supporting government data integration into consumer applications such as YELP, Trulia, and Neighborhood Scores.

Dr. Bhatia has also done much to shift the field of public health broadly to be more effective, relevant, responsive, transparent and accountable, through the following approaches:

- Implementing the use of new research, program and regulatory approaches to examine public health challenges such as asthma, pedestrian injuries, occupational conditions and access to food;
- Providing national and international leadership to develop the practice of Health Impact Assessment in government, community and academic institutions;
- Bringing public health considerations and resources into other sectors such as local, regional, and state land use and transportation planning to improve health outcomes;
- Opening up and making data available for use by other sectors; and
- Publishing, teaching and sharing his experiences and methods widely in an effort to disseminate successful approaches that support practitioners both nationally and internationally.

Collectively, these programs and activities reflect some of the most novel approaches to tackling poor health and health inequities, and much of his groundbreaking work has gone on to become mainstream within the field of public health. He takes his responsibilities as a public servant seriously, working well beyond required hours, and he is committed to improving the life-chances of socially, economically and politically marginalized communities.

We deeply appreciate your consideration of our comments. Should you have any questions, please contact Lili Farhang or Jonathan Heller, Co-Directors of Human Impact Partners, at 510.452.9442.

Sincerely,

*Note: All affiliations are for informational purposes only.*

Larry Adelman  
Executive Producer, Unnatural Causes: Is Inequality Making Us Sick? & Co-Director, California Newsreel

Azibuike Akaba  
Policy Analyst, Regional Asthma Management & Prevention (RAMP) & Member of Six Wins for Equity

Beth Altshuler, MCP, MPH  
Raimi + Associates

Carl Anthony  
Co-Director, Breakthrough Communities

Martha Dina Argüello  
Executive Director, Physicians for Social Responsibility - Los Angeles

Marice Ashe, JD, MPH  
Public health practitioner

Holly Avey, PhD, MPH  
Research Director, Human Impact Partners

Rocio A. Avila, Esq.  
Immigrant & Workers' Rights Community Advocate, Oakland, CA

Cathleen Baker, MPP  
Public policy and public health professional

Robin Baker, MPH  
Director of Research to Practice (r2p), Center for Occupational and Environmental Health, School of Public Health, UC Berkeley

Sherry Baron, MD, MPH  
Public health physician, Cincinnati, OH

Doak Bloss  
Health Equity and Social Justice Coordinator, Ingham County Health Department

Jeremy Cantor, MPH  
Program Manager, Prevention Institute

Ben Cave  
Director, Ben Cave Associates

Charlotte Chang, DrPH  
Associate Project Scientist, Labor Occupational Health Program, UC Berkeley

Hedy Chang  
Director, Attendance Works

Arthur Chen, MD

Family Physician and Senior Fellow, Asian Health Services & Former Health Officer, Alameda County

Larry Cohen, MSW  
Executive Director, Prevention Institute

Jason Corburn, PhD  
Associate Professor, School of Public Health & Department of City and Regional Planning, UC Berkeley

Andrew L. Dannenberg, MD, MPH  
Affiliate Professor, University of Washington School of Public Health

Nazeera Dawood, MBBS, MPH, CCRC  
Health Promotion Program Manager, Fulton County Department of Health & Wellness

Alexandra Desautels  
Public health practitioner

Antonio Diaz  
Organizational Director, PODER & member of Human Impact Partners' Board of Directors

Paul English, PhD, MPH  
Branch Science Advisor, Environmental Health Investigations Branch, CA Dept of Public Health

Rochelle Ereman, MS, MPH  
Public health practitioner for 20 years

Lili Farhang, MPH  
Co-Director, Human Impact Partners

Caroline Fichtenberg, PhD  
Director of Research, Children's Defense Fund & member of Human Impact Partners' Board of Directors

Netsy Firestein  
Executive Director, Labor Project for Working Families

Rachel Morello Frosch, PhD  
Professor of Environmental Health Policy and Management & Public Health, UC Berkeley

Sandi Galvez, MSW  
Public health practitioner for 18 years, Current MTC Policy Advisory Council member & Former Oakland Planning Commissioner

Ben Gerhardstein, MPH  
Berkeley, CA

Kim Gilhuly, MPH  
Project Director, Human Impact Partners

Margaret Gordon  
Co-Director, West Oakland Environmental Indicators Project

Solange Gould, MPH, DrPH Candidate  
Public health practitioner for 20 years

Pronita Gupta, MPA  
Director of Programs, Women Donors Network & member of Human Impact Partners' Board of Directors

Patrick Harris, MPH, PhD  
Research Fellow, University of New South Wales

Ben Harris-Roxas  
Senior Consultant, Harris-Roxas Health

Robert Harrison, MD, MPH  
University of California, San Francisco

Jonathan Heller, PhD  
Co-Director, Human Impact Partners

Richard Hofrichter, PhD  
Senior Director, Health Equity, National Association of County & City Health Officials

Bonnie Holmes-Gen  
Senior Director, Policy and Advocacy, American Lung Association in California

Tony Iton, MD, JD, MPH  
Senior Vice President for Healthy Communities, The California Endowment

Manel Kappagoda, JD  
Attorney and public health practitioner

Colleen Kavanagh  
Executive Director, Campaign for Better Nutrition

Miho Kim  
Executive Director, DataCenter

Niklas Krause, MD, MPH, PhD  
Professor of Epidemiology and Environmental Health Sciences, UC Los Angeles & Director, Southern California NIOSH Education and Research Center

Richard Kreutzer, MD  
Public health practitioner for 25 years

James Krieger, MD, MPH  
Chief, Chronic Disease and Injury Prevention Section, Public Health - Seattle and King County

Murray Lee, MD, MPH  
Habitat Health Impact Consulting & Department of Community Health Sciences at the University of Calgary

Pamela Tau Lee, Retired  
UC Berkeley Labor Occupational Health Program Staff & City College of San Francisco Instructor, Labor and

Community Studies Department

Yin Ling Leung  
Technology Startup Executive, Friend and Supporter

Ruth Lindberg, MPH, MUP  
Public Health and Urban Planning Professional

Jennifer Lucky, MPH  
Project Director, Human Impact Partners

Neil Maizlish, PhD  
Epidemiologist with 29 years of experience in community and international public health, and local and state government

Shireen Malekfazali, MPH  
Associate Director, PolicyLink

Martha Matsuoka  
Associate Professor, Urban and Environmental Policy, Occidental College & member of Human Impact Partners' Board of Directors

Andrea Cristina Mercado  
Campaign Director, National Domestic Workers Alliance

Meredith Minkler, DrPH, MPH  
Professor, Health and Social Behavior, School of Public Health, UC Berkeley

Rebecca Morley, MSPP  
Executive Director, National Center for Healthy Housing

Celeste Monforton, DrPH, MPH  
Occupational Health Practitioner, San Marcos, TX

Linda Neuhauser  
Clinical Professor of Public Health, UC Berkeley

Alexandra B. Nolen, PhD, MPH  
Director, Center to Eliminate Health Disparities, University of Texas Medical Branch

Ngozi Oleru, PhD  
Public health professional with 30 plus years of experience in environmental public health, health equity and social justice at the local, state and national levels

Jeff Oxendine, MBA, MPH  
Associate Dean, Public Health Practice, School of Public Health, UC Berkeley

Paloma Pavel, PhD  
Co-Director, Breakthrough Communities

Mark Pertschuk, JD

Director, Grassroots Change: Connecting for Better Health

Bob Prentice, PhD

Former Deputy Director, San Francisco Department of Public Health & Former Director (retired), Bay Area Regional Health Inequities Initiative

Kimmy Puccetti

MPH/MCP student, UC Berkeley

Marnie Purciel-Hill, MPH, MUP

Research Associate, Human Impact Partners

Jennifer Rice

Co-Founder, Humboldt Partnership for Active Living

Kitty Richards, MS, MPH

Environmental Health Representative & Board Member, New Mexico Public Health Association

Max Richardson, MPH, MCP

Public health professional and HIA practitioner

Tim Rood, AICP

Principal, Community Design + Architecture & member of Human Impact Partners' Board of Directors

Linda Rudolph, MD, MPH

Public Health Practitioner

William Satariano, PhD, MPH

Professor, Community Health and Human Development, School of Public Health, UC Berkeley

Sara Satinsky, MPH, MCRP

Research Associate, Human Impact Partners

Katherine Schaff, MPH

UC Berkeley DrPH student

Doran Schrantz

Executive Director, ISALAH & member of Human Impact Partners' Board of Directors

Joseph Schuchter, DrPH(c), MCP

Consultant

Alex Scott-Samuel

Director, IMPACT - International Health Impact Assessment Consortium, Department of Public Health and Policy, University of Liverpool

Edmund Seto, PhD

Associate Adjunct Professor, School of Public Health, UC Berkeley

Brian D. Smedley, PhD

Vice President and Director, Health Policy Institute, Joint Center for Political and Economic Studies

S. Leonard Syme, PhD  
Professor of Epidemiology and Community Health, School of Public Health, UC Berkeley (Emeritus)

Kristine Suozzi, PhD  
New Mexico Health Equity Working Group & Bernalillo County Place Matters Team

Suzanne Teran, MPH  
Coordinator of Public Programs, Labor Occupational Health Program

Lynn C. Todman, PhD  
Vice President for Leadership in Social Justice and Executive Director, Institute on Social Exclusion & member of Human Impact Partners' Board of Directors

Adewale Troutman, MD, MPH, MA, CPH  
Professor and Executive Director for Public Health Practice and Leadership, University of South Florida & College of Public Health, Tampa, Florida

Casey Tsui, MPH  
Research Associate, Human Impact Partners

Sonthonax Vernard  
MPH and MPP student, UC Berkeley

Saba Waheed, MA  
Research Director, California Construction Academy

Aaron Wernham, MD, MS  
Public health professional

Sandra Witt  
Director, Healthy Communities North Region, The California Endowment

Ellen Wu, MPH  
Executive Director, California Pan-Ethnic Health Network

***Note: All affiliations are for informational purposes only.***

---

**From:** Calvillo, Angela  
**Sent:** Thursday, July 11, 2013 11:54 AM  
**To:** BOS-Supervisors; BOS-Legislative Aides  
**Cc:** Dawson, Jasmine; Nevin, Peggy  
**Subject:** FW: PLEASE DISTRIBUTE: Application Review for Board of Supervisors  
**Attachments:** Letter to Angela Calvillo\_Governing Board Review Notification\_2013 Application\_FINAL.docx; 13JAGLocalSol Application.pdf

Dear Supervisors,

The Bureau of Justice Assistance requires the grant application attached, the Edward Byrne Memorial Justice Assistance Grant Program FY2013 Local Solicitation to be forwarded to you for review.

The Mayor's Office is leading the Department of Children, Youth and Their Families, in partnership with the Adult Probation Department, the District Attorney's Office, the Police Department, the Public Defender's Office, and the Sheriff's Department, to apply for these grant funds to support San Francisco's Drug Elimination Team (DET), a multidisciplinary partnership that focuses on the prevention, reduction and suppression of drug-related criminal activity through a coordinated approach.

Angela Calvillo  
Clerk of the Board

---

**From:** Dawson, Jasmine  
**Sent:** Thursday, July 11, 2013 11:01  
**To:** Calvillo, Angela  
**Subject:** PLEASE DISTRIBUTE: Application Review for Board of Supervisors

Hello Angela,  
Per federal requirement, please distribute the attachment to the Board of Supervisors so that this application is available for Board of Supervisors review.

Please send confirmation when this message is sent to the Board of Supervisors.

Thank you,  
Jasmine

Jasmine Dawson  
Violence Prevention Services Senior Analyst  
Office of Mayor Edwin M. Lee  
City Hall, Room 496  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
415-554-4793 (direct)  
[Jasmine.dawson@sfgov.org](mailto:Jasmine.dawson@sfgov.org)

City and County of San Francisco  
**Mayor's Office**

---



Edwin M. Lee  
Mayor

June 28, 2013

Ms. Angela Calvillo  
Clerk of the Board of Supervisors  
1 Dr. Carlton B. Goodlet Place  
San Francisco, CA 94102-4689

Dear Ms. Calvillo,

The U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant Program FY 2013 Local Solicitation. The Mayor's Office is leading the Department of Children, Youth and Their Families, in partnership with the Adult Probation Department, the District Attorney's Office, the Police Department, the Public Defender's Office, and the Sheriff's Department, intend to apply for these Federal grant funds to support San Francisco's Drug Elimination Team (DET). The DET is a multidisciplinary partnership that focuses on the prevention, reduction and suppression of drug-related criminal activity through a coordinated approach.

The Bureau of Justice Assistance requires the applicant agency to make the grant application available for review by the governing body not fewer than 30 days before the application is submitted. In accordance with this requirement, we respectfully request that you disseminate a copy of this correspondence along with the attached Edward Byrne Memorial Justice Assistance Grant Program FY 2013 Local Solicitation to each member of the Board of Supervisors for review.

Thank you in advance for your assistance with this matter. The Mayor's Office and the Department of Children, Youth and Their Families and all of our City partners are committed to complying with all applicable requirements pertaining to the Edward Byrne Memorial Justice Assistance Grant. If you have any questions, please contact me at (415) 553-4793 or [jasmine.dawson@sfgov.org](mailto:jasmine.dawson@sfgov.org).

Jasmine Dawson  
Mayor's Office Violence Prevention Services



---

The U.S. Department of Justice (DOJ), Office of Justice Programs' (OJP) Bureau of Justice Assistance (BJA) is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence.

## **Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 Local Solicitation**

### **Eligibility**

Applicants are limited to units of local government appearing on the FY 2013 JAG Allocations List. To view this list, go to [www.bja.gov/programs/jag/13jagallocations.html](http://www.bja.gov/programs/jag/13jagallocations.html). For JAG Program purposes, a unit of local government is: a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state; or, it may also be a federally recognized Indian tribe that performs law enforcement functions (as determined by the Secretary of the Interior). Otherwise a unit of local government may be any law enforcement district or judicial enforcement district established under applicable state law with authority to independently establish a budget and impose taxes. In Louisiana, a unit of local government means a district attorney or parish sheriff. In the District of Columbia or any U.S. Trust Territory, a unit of local government is any agency of the District of Columbia or federal government performing law enforcement functions for the District of Columbia or U.S. Trust Territory.

### **Deadline**

Applicants must register in OJP's Grants Management System (GMS) prior to submitting an application for this funding opportunity. Select the "Apply Online" button associated with the solicitation title. (See "How to Apply," page 19.) All registrations and applications are due by 8:00 p.m. eastern time on July 9, 2013. (See "Deadlines: Registration and Application," page 4.)

### **Contact Information**

For technical assistance with submitting the application, contact the Grants Management System Support Hotline at 1-888-549-9901, option 3, or via e-mail to [GMS.HelpDesk@usdoj.gov](mailto:GMS.HelpDesk@usdoj.gov).

**Note:** The GMS Support Hotline hours of operation are Monday–Friday from 6:00 a.m. to 12 midnight eastern time, except federal holidays.

For assistance with any other requirement of this solicitation, contact the BJA Justice Information Center at 1–877–927–5657, via e-mail to [JIC@telesishq.com](mailto:JIC@telesishq.com), or by live web chat. The BJA Justice Information Center hours of operation are 8:30 a.m. to 5:00 p.m. eastern time, and 8:30 a.m. to 8:00 p.m. eastern time, Monday through Friday, on the solicitation close date. You may also contact your State Policy Advisor:  
[www.bja.gov/About/Contacts/ProgramsOffice.html](http://www.bja.gov/About/Contacts/ProgramsOffice.html).

**Funding opportunity number assigned to announcement:** BJA-2013-3599

**Release date:** May 30, 2013

## CONTENTS

Overview	4
Deadlines : Registration and Application	4
Eligibility	4
Program-Specific Information	4
Amount and Length of Awards	6
Budget Information	6
Other JAG Requirements	9
Reporting Requirements and Performance Measures	11
Priorities	12
What an Application Should Include	14
Information to Complete the Application for Federal Assistance (SF-424) <b>(Required)</b>	
Abstract and Project Identifiers <b>(Required)</b>	
Program Narrative <b>(Required)</b>	
Budget and Budget Narrative <b>(Required)</b>	
Review Narrative <b>(Required)</b>	
Tribal Authorizing Resolution (if applicable)	
Additional Attachments	
Other Standard Forms	
Review Process	17
Additional Requirements	18
How To Apply	19
Provide Feedback to OJP on This Solicitation	21
Application Checklist	22

# **Edward Byrne Memorial Justice Assistance Grant (JAG) Program: Local Solicitation CFDA #16.738**

## **Overview**

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions. The JAG Program provides states and units of local governments with critical funding necessary to support a range of program areas including law enforcement, prosecution and court programs, prevention and education programs, corrections and community corrections, drug treatment and enforcement, crime victim and witness initiatives, and planning, evaluation, and technology improvement programs.

## **Deadlines: Registration and Application**

Applicants must register in GMS prior to submitting application for this funding opportunity. Select the "Apply Online" button associated with the solicitation title. The deadline to register in GMS and the deadline to apply for funding under this announcement is 8:00 p.m. eastern time on July 9, 2013. See "How To Apply" on page 19 for details.

## **Eligibility**

Refer to the title page for eligibility under this program.

## **Program-Specific Information**

### **Program Areas**

JAG funds may be used for state and local initiatives, technical assistance, strategic planning, research and evaluation (including forensics), data collection, training, personnel, equipment, forensic laboratories, supplies, contractual support, and criminal justice information systems that will improve or enhance such areas as:

- Law enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).

**Award Recipient Responsibilities:** The Chief Executive Officer (CEO) of an eligible unit of local government or other officer designated by the CEO must submit the application for JAG funds. A unit of local government receiving a JAG award will be responsible for the administration of the funds including: distributing the funds; monitoring the award; submitting

BJA-2013-3599

quarterly financial status (SF-425) and performance metrics reports and annual programmatic reports; and providing ongoing oversight and assistance to any subrecipients of the funds.

**Governing Body Review:** No fewer than 30 days prior to application submission, the applicant agency (fiscal agent in disparate situations) must make the grant application available for review by the governing body (or to the organization designated by the governing body. **See the Review Narrative section on page 15 for additional information.**

**Public Comment:** At the time of application submission, the applicant agency (the fiscal agent in disparate situations) must provide an assurance that the application was made public and an opportunity to comment was provided to citizens and neighborhood or community organizations to the extent the applicable law or established procedure makes such an opportunity available. **See the Review Narrative section on page 15 for additional information.**

**Prohibited Uses:** No JAG funds may be expended outside of JAG program areas. Even within these program areas, however, JAG funds cannot be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. Additionally, **JAG funds may not be used directly or indirectly to provide for any of the following matters unless the BJA Director certifies that extraordinary and exigent circumstances exist**, making them essential to the maintenance of public safety and good order:

- \*Vehicles, vessels, or aircraft.
- \*\*Unmanned aerial vehicles/unmanned aircraft, aircraft system, or aerial vehicles (UA/UAS/UAV).
- Luxury items.
- Real estate.
- Construction projects (other than penal or correctional institutions).
- Any similar matters.

**\*Police cruisers, police boats, and police helicopters are allowable vehicles under JAG and do not require BJA certification.**

**\*\*Unmanned Aircraft, Aircraft System, or Aerial Vehicles (UA/UAS/UAV):** No JAG funds may be expended on these items unless the BJA Director certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order. Also, any grant award using funds for this purpose may be subject to additional reporting criteria, which will be spelled out in a customized special condition attached to the grant award.

***For information related to requesting a waiver to obtain BJA certification for any prohibited item, or for examples of allowable vehicles that do not require BJA certification, refer to the JAG FAQs on BJA's [JAG web page](#).***

### **Evidence-Based Programs or Practices**

OJP places a strong emphasis on the use of data and evidence in policy making and program development in criminal justice. OJP is committed to:

- improving the quantity and quality of evidence OJP generates;

- integrating evidence into program, practice, and policy decisions within OJP and the field; and
- improving the translation of evidence into practice.

OJP considers programs and practices to be evidence-based when their effectiveness has been demonstrated by causal evidence, generally obtained through one or more outcome evaluations. Causal evidence documents a relationship between an activity or intervention (including technology) and its intended outcome, including measuring the direction and size of a change, and the extent to which a change may be attributed to the activity or intervention. Causal evidence depends on the use of scientific methods to rule out, to the extent possible, alternative explanations for the documented change. The strength of causal evidence, based on the factors described above, will influence the degree to which OJP considers a program or practice to be evidence-based.

OJP's [CrimeSolutions.gov](http://CrimeSolutions.gov) web site is one resource that applicants may use to find information about evidence-based programs in criminal justice, juvenile justice, and crime victim services. Additionally, when considering evidence-based programs and practices specific to reentry, it is recommended that jurisdictions review the [What Works in Reentry Clearinghouse](#) for important research on the effectiveness of a wide variety of reentry programs and practices. The Clearinghouse provides a one-stop shop for practitioners and service providers seeking guidance on evidence-based reentry interventions.

### **Amount and Length of Awards**

Eligible award amounts under JAG are posted annually on BJA's JAG web page: [www.bja.gov/ProgramDetails.aspx?Program\\_ID=59](http://www.bja.gov/ProgramDetails.aspx?Program_ID=59).

Awards of at least \$25,000 or more are 4 years in length with an award period of October 1, 2012 through September 30, 2016. Extensions beyond a 4-year period may be made on a case-by-case basis at the discretion of BJA and must be requested via the Grants Management System (GMS) **no less than 30 days prior to the grant end date**.

Awards that are less than \$25,000 are 2 years in length with an award period of October 1, 2012 through September 30, 2014. Requests for up to two additional years to complete performance of the award will be granted automatically, pursuant to 42 U.S.C. § 3751(f). Extensions beyond a 4-year period may be made on a case-by-case basis at the discretion of BJA and must be requested via the Grants Management System (GMS) **no less than 30 days prior to the grant end date**.

All awards are subject to the availability of appropriated funds and to any modifications or additional requirements that may be imposed by law.

### **Budget Information**

Applicants must submit a budget and budget narrative outlining how JAG funds, including administrative funds if applicable, will be used to support and implement the program. **See the budget narrative description under "What an Application Should Include" on page  for more information.**

**Formula:** Once each fiscal year's overall JAG Program funding level is determined, BJA partners with the Bureau of Justice Statistics (BJS) to begin a four-step grant award calculation process which consists of:

1. Computing an initial JAG allocation for each state and territory, based on their share of violent crime and population (weighted equally).
2. Reviewing the initial JAG allocation amount to determine if the state or territory allocation is less than the minimum ("de minimus") award amount defined in the JAG legislation (0.25 percent of the total). If this is the case, the state or territory is funded at the minimum level, and the funds required for this are deducted from the overall pool of JAG funds. Each of the remaining states receives the minimum award plus an additional amount based on their share of violent crime and population.
3. Dividing each state's final award amount (except for the territories and District of Columbia) between state and local governments at a rate of 60 and 40 percent, respectively.
4. Determining local unit of government award allocations, which are based on their proportion of the state's 3-year violent crime average. If a local eligible award amount is less than \$10,000, the funds are returned to the state to be awarded to these local units of government through the state agency. If the eligible award amount is \$10,000 or more, then the local government is eligible to apply for a JAG award directly from BJA.

**Administrative Funds:** A unit of local government may use up to 10 percent of the award, including interest, for costs associated with administering JAG funds.

**Supplanting:** Supplanting is prohibited under JAG. Applicants cannot replace or supplant non-federal funds that have been appropriated for the same purpose. See the JAG FAQs on BJA's [JAG web page](#) for examples of supplanting.

**Leveraging of Grant Funds:** Although supplanting is prohibited, the leveraging of federal funding is encouraged. For example, a city may utilize JAG and Homeland Security Grant Program (HSGP) money to fund different portions of a fusion center project. In instances where leveraging occurs, all federal grant funds must be tracked and reported on separately and may not be used to fund the same line items. Additionally, federal funds cannot be used as match for other federal awards.

**Disparate Certification:** A disparate allocation occurs when a city or municipality is allocated one-and-one-half times (150 percent) more than the county, while the county bears more than 50 percent of the costs associated with prosecution or incarceration of the municipality's Part 1 violent crimes. A disparate allocation also occurs when multiple cities or municipalities are collectively allocated four times (400 percent) more than the county, and the county bears more than 50 percent of the collective costs associated with prosecution or incarceration of each municipality's Part 1 violent crimes.

- ★ Jurisdictions certified as disparate must identify a fiscal agent that will submit a **joint application** for the aggregate eligible allocation to all disparate municipalities. The joint application must determine and specify the award distribution to each unit of local government and the purposes for which the funds will be used. When beginning the JAG

application process, a Memorandum of Understanding (MOU) that identifies which jurisdiction will serve as the applicant/fiscal agent for joint funds must be completed and signed by the Authorized Representative for each participating jurisdiction. The signed MOU should be attached to the application. For a sample MOU, go to [www.bja.gov/Funding/JAGMOU.pdf](http://www.bja.gov/Funding/JAGMOU.pdf).

**Trust Fund:** Award recipients may draw down JAG funds in advance. To do so, a trust fund must be established in which to deposit the funds. The trust fund may or may not be an interest-bearing account. If subrecipients draw down JAG funds in advance, they also must establish a trust fund in which to deposit funds. This trust fund requirement does not apply to direct JAG award recipients or subrecipients that draw-down on a reimbursement basis rather than in advance.

**Limitation on Use of Award Funds for Employee Compensation; Waiver:** With respect to any award of more than \$250,000 made under this solicitation, recipients may not use federal funds to pay total cash compensation (salary plus cash bonuses) to any employee of the award recipient at a rate that exceeds 110 percent of the maximum annual salary payable to a member of the Federal Government's Senior Executive Service (SES) at an agency with a Certified SES Performance Appraisal System for that year. The 2013 salary table for SES employees is available at [www.opm.gov/oca/13tables/indexSES.asp](http://www.opm.gov/oca/13tables/indexSES.asp). Note: A recipient may compensate an employee at a greater rate, provided the amount in excess of this compensation limitation is paid with non-federal funds. (Any such additional compensation will not be considered matching funds where match requirements apply.)

The Assistant Attorney General (AAG) for OJP may exercise discretion to waive, on an individual basis, the limitation on compensation rates allowable under an award. An applicant requesting a waiver should include a detailed justification in the budget narrative of the application. Unless the applicant submits a waiver request and justification with the application, the applicant should anticipate that OJP will request the applicant to adjust and resubmit the budget.

The justification should include the particular qualifications and expertise of the individual, the uniqueness of the service the individual will provide, the individual's specific knowledge of the program or project being undertaken with award funds, and a statement explaining that the individual's salary is commensurate with the regular and customary rate for an individual with his/her qualifications and expertise, and for the work to be done.

**Minimization of Conference Costs:** OJP encourages applicants to review the OJP guidance on conference approval, planning, and reporting that is available on the OJP web site at [www.ojp.gov/funding/confcost.htm](http://www.ojp.gov/funding/confcost.htm). This guidance sets out the current OJP policy, which requires all funding recipients that propose to hold or sponsor conferences (including meetings, trainings, and other similar events) to minimize costs, requires OJP review and prior written approval of most conference costs for cooperative agreement recipients (and certain costs for grant recipients), and generally prohibits the use of OJP funding to provide food and beverages at conferences. The guidance also sets upper limits on many conference costs, including facility space, audio/visual services, logistical planning services, programmatic planning services, and food and beverages (in the rare cases where food and beverage costs are permitted at all).

Prior review and approval of conference costs can take time (see the guidance for specific deadlines), and applicants should take this into account when submitting proposals. Applicants

also should understand that conference cost limits may change and that they should check the guidance for updates before incurring such costs.

**Note on food and beverages:** OJP may make exceptions to the general prohibition on using OJP funding for food and beverages, but will do so only in rare cases where food and beverages are not otherwise available (e.g., in extremely remote areas); the size of the event and capacity of nearby food and beverage vendors would make it impractical to not provide food and beverages; or a special presentation at a conference requires a plenary address where conference participants have no other time to obtain food and beverages. Any such exception requires OJP's prior written approval. The restriction on food and beverages does not apply to water provided at no cost, but does apply to any and all other refreshments, regardless of the size or nature of the meeting. Additionally, this restriction does not affect direct payment of per diem amounts to individuals in a travel status under your organization's travel policy.

**Costs Associated with Language Assistance (if applicable):** If an applicant proposes a program or activity that would deliver services or benefits to individuals, the costs of taking reasonable steps to provide meaningful access to those services or benefits for individuals with limited English proficiency may be allowable. Reasonable steps to provide meaningful access to services or benefits may include interpretation or translation services where appropriate.

For additional information, see the "Civil Rights Compliance" section of the OJP "Other Requirements for OJP Applications" web page at [www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

**Match Requirement:** While match is not required under the JAG Program, match is an effective strategy to expand justice funds and build buy-in for local criminal justice initiatives. Matching funds become part of the overall award amount, and as such are subject to audit and must be expended or deobligated prior to closeout.

## Other JAG Requirements

### Body Armor Certification

- Ballistic-resistant and stab-resistant body armor can be funded through two BJA-administered programs: the JAG Program and the Bulletproof Vest Partnership (BVP) Program.
- The BVP Program is designed to provide a critical resource to state and local law enforcement through the purchase of ballistic-resistant and stab-resistant body armor. A jurisdiction is able to request up to 50 percent of the cost of a vest with BVP funds. For more information on the BVP Program, including eligibility and application, refer to the [BVP web page](#).
- JAG funds may also be used to purchase vests for an agency, but they may not be used to pay for that portion of the ballistic-resistant vest (50 percent) that is not covered by BVP funds. Unlike BVP, JAG funds used to purchase vests do not require a 50 percent match.
- Vests purchased with JAG funds may be purchased at any threat level, make, or model from any distributor or manufacturer, as long as the vests have been tested and found to comply with the latest applicable National Institute of Justice ballistic or stab standards. In addition, vests purchased must be American-made. Information on the latest National Institute of

BJA-2013-3599

justice (NIJ) standards can be found at: [www.nij.gov/topics/technology/body-armor/safety-initiative.htm](http://www.nij.gov/topics/technology/body-armor/safety-initiative.htm).

- As is the case in BVP, grantees who wish to purchase vests with JAG funds must certify that law enforcement agencies receiving vests have a written "mandatory wear" policy in effect. FAQs related to the mandatory wear policy and certifications can be found at [www.bja.gov/Funding/JAGFAQ.pdf](http://www.bja.gov/Funding/JAGFAQ.pdf). This policy must be in place for at least all uniformed officers before any FY 2013 funding can be used by the agency for vests. There are no requirements regarding the nature of the policy other than it being a mandatory wear policy for all uniformed officers while on duty. The certification **must** be signed by the certifying official and **must** be attached to the application. If the grantee proposes to change project activities to utilize JAG funds to purchase bulletproof vests after the application period (during the project period), then the grantee must submit the signed certification to BJA at that time. A mandatory wear concept and issues paper and a model policy are available by contacting the BVP Customer Support Center [vests@usdoj.gov](mailto:vests@usdoj.gov) or toll free at 1-877-758-3787.
- A copy of the certification related to the mandatory wear can be found at: [www.bja.gov/Funding/13JAGBVPCert.pdf](http://www.bja.gov/Funding/13JAGBVPCert.pdf).

### **Interoperable Communications**

- Grantees (including subgrantees) that are using FY 2013 JAG Program funds to support emergency communications activities (including the purchase of interoperable communications equipment and technologies such as voice-over-internet protocol bridging or gateway devices, or equipment to support the build out of wireless broadband networks in the 700 MHz public safety band under the Federal Communications Commission (FCC) Waiver Order) must ensure:
  - Compliance with the *FY 2013 SAFECOM Guidance for Emergency Communication Grants* (including provisions on technical standards that ensure and enhance interoperable communications).
  - Adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band.
  - Projects support the Statewide Communication Interoperability Plan (SCIP) and are fully coordinated with the full-time Statewide Interoperability Coordinator (SWIC) in the state of the project. As the central coordination point for their state's interoperability effort, the SWIC plays a critical role, and can serve as a valuable resource. SWICs are responsible for the implementation of the SCIP through coordination and collaboration with the emergency response community. The U.S. Department of Homeland Security Office of Emergency Communications maintains a list of SWICs for each of the 56 states and territories. Contact [OEC@hq.dhs.gov](mailto:OEC@hq.dhs.gov).
  - All communications equipment purchased with grant award funding (plus the quantity purchased of each item) is identified during quarterly performance metrics reporting.

### **DNA Testing of Evidentiary Materials and Upload of DNA Profiles to a Database**

If JAG program funds will be used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS, the national DNA

BJA-2013-3599

database operated by the Federal Bureau of Investigation (FBI)), by a government DNA lab with access to CODIS. No profiles generated with JAG funding may be entered into any other non-governmental DNA database without prior express written approval from BJA. For more information, refer to the NIJ FY 2013 DNA Backlog Reduction Program, available at [www.ncjrs.gov/pdffiles1/nij/sl001062.pdf](http://www.ncjrs.gov/pdffiles1/nij/sl001062.pdf). In addition, funds may not be used for purchase of DNA equipment and supplies when the resulting DNA profiles from such technology are not accepted for entry into CODIS.

## Reporting Requirements, Performance Measures, and JAG Showcase

Submission of performance measures data is not required for the application. Instead, applicants should discuss in their application their proposed methods for collecting data for performance measures. Refer to the section "What an Application Should Include" on page 15 for additional information.

Award recipients will be required to submit quarterly financial status (SF-425) and annual programmatic reports through GMS, quarterly performance metrics reports (see Performance Measures section below) through BJA's Performance Measurement Tool (PMT), and Federal Funding Accountability and Transparency Act (FFATA) reports through the FFATA Sub-award Reporting System (FSRS) as necessary (see FFATA section below).

### Performance Measures

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act of 1993 (GPRA), P.L. 103-62, and the GPRA Modernization Act of 2010, Public Law 111-352, applicants who receive funding under this solicitation must provide data that measures the results of their work done under this solicitation. **Quarterly performance metrics reports must be submitted through BJA's Performance Measurement Tool (PMT) web site, available at [www.bjaperformancetools.org](http://www.bjaperformancetools.org). The performance measures can be found at: [www.bjaperformancetools.org/help/JAGMeasuresQuestionnaire.pdf](http://www.bjaperformancetools.org/help/JAGMeasuresQuestionnaire.pdf).**

### Note on Project Evaluations

Applicants that propose to use funds awarded through this solicitation to conduct project evaluations should be aware that certain project evaluations (such as systematic investigations designed to develop or contribute to generalizable knowledge) may constitute "research" for purposes of applicable DOJ human subjects protection regulations. However, project evaluations that are intended only to generate internal improvements to a program or service, or are conducted only to meet OJP's performance measure data reporting requirements likely do not constitute "research." Applicants should provide sufficient information for OJP to determine whether the particular project they propose would either intentionally or unintentionally collect and/or use information in such a way that it meets the DOJ regulatory definition of research.

Research, for the purposes of human subjects protections for OJP-funded programs, is defined as, "a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge" 28 C.F.R. § 46.102(d). For additional information on determining whether a proposed activity would constitute research, see the decision tree to assist applicants on the "Research and the Protection of Human Subjects" section of the OJP "Other Requirements for OJP Applications" Web page ([www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm)). Applicants whose proposals may involve

a research or statistical component also should review the "Confidentiality" section on that Web page.

## Notice of Post-Award FFATA Reporting Requirement

Applicants should anticipate that OJP will require all recipients (other than individuals) of awards of \$25,000 or more under this solicitation, consistent with the Federal Funding Accountability and Transparency Act of 2006 (FFATA), to report award information on any first-tier subawards totaling \$25,000 or more, and, in certain cases, to report information on the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients. Each applicant entity must ensure that it has the necessary processes and systems in place to comply with the reporting requirements should it receive funding. Reports regarding subawards will be made through the FFATA Subaward Reporting System (FSRS), found at [www.fsrs.gov](http://www.fsrs.gov).

Note also that applicants should anticipate that no subaward of an award made under this solicitation may be made to a subrecipient (other than an individual) unless the potential subrecipient acquires and provides a Data Universal Numbering System (DUNS) number.

## JAG Showcase

This JAG Showcase was designed to identify and highlight JAG projects that have demonstrated success or have shown promise in reducing crime, positively impacting communities, etc. Because the JAG program provides state, tribal, and local jurisdictions with flexibility to tailor the programs to fit their needs, a wide variety of programs have been funded across the country. Each year, new methods to reduce and prevent crime, violence, and drug abuse; and, to improve the functioning of the criminal justice system are being discovered. BJA strives to increase awareness of JAG funds invested in innovation, evidence-based programs and program evaluations. This page is intended to serve as a resource for criminal justice professionals in the field who seek to stay informed of some of the most interesting, innovative, results oriented projects that have been funded with JAG money in the last several years.

JAG success stories should include the: name and location of program/project; point of contact with phone and e-mail; amount of JAG funding received and in which fiscal year; and a brief summary describing the program/project and its impact. **BJA strongly encourages and appreciates annual (or more frequent) submissions at [JAG.Showcase@ojp.usdoj.gov](mailto:JAG.Showcase@ojp.usdoj.gov) or via the [online form](#).**

## Priorities

BJA recognizes that the downturn in the economy has resulted in significant pressures on state and local criminal justice systems. In these challenging times, shared priorities and leveraged resources can make a significant impact. In light of this, it is important to make SAAs and local JAG recipients aware of several areas of priority that may be of help in maximizing the effectiveness of JAG funding at the state and local level.

In addition to our longstanding and unwavering commitment to keeping violent crime at its lowest level in decades, the following priorities represent key areas where BJA will be focusing nationally and invite each state and local JAG recipient to join us in addressing these challenges as a part of our JAG partnership.

## **Reducing Gun Violence**

In the aftermath of the Sandy Hook Elementary School tragedy and mass shootings in Aurora, Oak Creek, and Tucson, BJA encourages states and localities to invest valuable JAG funds in programs to reduce gun violence, enforce existing firearms laws, and enhance reporting to the FBI's National Instant Criminal Background Check System. Other important priorities include strengthening school safety, improving criminal justice/mental health collaborations, and supporting joint first responder critical incident training.

## **Recidivism Reduction and Justice System Realignment**

In this time of fiscal austerity and smaller state and local budgets, reducing unnecessary incarceration in a manner that promotes public safety is a paramount goal. Effective community supervision coupled with evidence-based program interventions can result in significant reductions in recidivism. A priority funding area is the implementation of effective pretrial services programs and innovative programs and approaches in probation and parole supervision that improve services to offenders and increase collaborative efforts among community supervision agencies with law enforcement and the courts. Currently 17 states and local governments are working to control spiraling incarceration costs through justice system reforms and realignment under the Justice Reinvestment Initiative (JRI). Strategic investment of JAG funds to implement JRI legislation and policy changes in those states and localities can augment federal funds and achieve greater cost savings and reinvestments in programs to promise public safety.

## **Indigent Defense**

Another key priority area in the criminal justice system is support for indigent defense. BJA continues to encourage states and SAAs to use JAG funds to support the vital needs of the indigent defense community. Attorney General Holder has consistently stressed that the crisis in indigent defense reform is a serious concern which must be addressed if true justice is to be achieved in our nation. In 2002, the American Bar Association (ABA) published Ten Principles of a Public Defense Delivery System which represent fundamental building blocks for implementing quality legal representation for indigent defendants. (See [ABA Ten Principles](#).)

## **Evidence-Based "Smart" Programs**

As a result of the current fiscal crisis, many police departments are experiencing unprecedented budget cuts, layoffs, and reductions in force. These challenges must be met by making wider use of advancements in the law enforcement field in the last several decades which rely on use of data, crime analysis, crime mapping and other analytic tools, cutting edge technology, and research and evaluations regarding effective policing strategies and programs. BJA offers a number of program models designed to effectively implement evidence based strategies including Smart Policing and Smart Probation. A useful matrix of evidence-based policing programs and strategies is available through the [Center for Evidence-Based Policy](#) at George Mason University and provides valuable information on policing strategies and programs that work. BJA encourages states to use JAG funds to support these "smart policing" strategies, including a focus on real time crime analysis centers (CACs), and effective partnerships with universities and research partners and with non-traditional criminal justice partners. Counterterrorism continues to be the number one priority for DOJ. At the state and local level,

BJA-2013-3599

high functioning, evidence-based, data-driven public safety agencies are a critical component of our nation's "all crimes" strategy. In addition, the JAG Program has long supported effective and collaborative multi-jurisdictional task forces and justice information sharing programs, which continue as a priority in order to maintain our nation's historic reductions in violent crime.

## What an Application Should Include

Applicants should anticipate that if they fail to submit an application that contains all of the specified elements, it may negatively affect the review of their application; and, should a decision be made to make an award, it may result in the inclusion of special conditions that preclude the recipient from accessing or using award funds pending satisfaction of the conditions.

Refer to the BJA Grant Writing and Management Academy and OJP's Grants 101 for an overview of what should be included in each application requirement. These trainings can be found at [bj.ncjrs.gov/gwma/index.html](http://bj.ncjrs.gov/gwma/index.html) and [www.ojp.gov/grants101/](http://www.ojp.gov/grants101/).

OJP strongly recommends use of appropriately descriptive file names (e.g., "Program Narrative," "Budget Narrative," "Memoranda of Understanding," etc.) for all attachments.

### 1. Information to Complete the Application for Federal Assistance (SF-424)

The SF-424 is a standard form required for use as a cover sheet for submission of pre-applications, applications, and related information. GMS takes information from the applicant's profile to populate the fields on this form.

### 2. Abstract

Applicants **must** provide an abstract that includes the applicant's name, title of the project, goals of the project, and a description of the strategies to be used. In addition, above or below the abstract narrative, applicants **must identify up to 5 project identifiers** that would be associated with proposed project activities. The list of all identifiers can be found at [www.bja.gov/Funding/JAGIdentifiers.pdf](http://www.bja.gov/Funding/JAGIdentifiers.pdf). The abstract **should not** exceed a half-page, or 400-500 words.

**Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.**

### 3. Program Narrative

Applicants **must** submit a program narrative that generally describes the proposed program activities for the two or four year grant period. The narrative must outline the type of programs to be funded by the JAG award and provide a brief analysis of the need for the programs. Narratives must also identify anticipated coordination efforts involving JAG and related justice funds. Certified disparate jurisdictions submitting a **joint application** must specify the funding distribution to each disparate unit of local government and the purposes for which the funds will be used.

**Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.**

**4. Budget and Budget Narrative**

Applicants **must** submit a budget and budget narrative outlining how JAG funds, including administrative funds if applicable, will be used to support and implement the program. This narrative should include a full breakdown of administrative costs, as well as an overview of how funds will be allocated across approved JAG purpose areas. Applicants should utilize the following approved budget categories to label the requested administrative and/or sub-grant expenditures: Personnel, Fringe Benefits, Travel, Equipment, Supplies, Consultants/Contracts, and an Other category. For informational purposes only, a sample budget form may be found at [www.ojp.usdoj.gov/funding/forms/budget\\_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf).

**Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.**

**5. Review Narrative**

Applicants **must** submit information documenting that the date the JAG application was made available for review by the governing body, or to an organization designated by that governing body, not less than 30 days before the application was submitted to BJA. The attachment must also specify that an opportunity to comment was provided to citizens prior to application submission to the extent applicable law or established procedures make such opportunity available.

**Below are notification language templates that can be utilized in completing this section of the application.**

The (**provide name of State/Territory**) made its Fiscal Year 2013 JAG application available to the (**provide name of governing body**) for its review and comment on (**provide date**); or intends to do so on (**provide date**).

The (**provide name of City/County for Local JAG and name of State for State JAG**) made its Fiscal Year 2013 JAG application available to citizens for comment prior to application submission by (**provide means of notification**); or the application has not yet been made available for public review/comment.

**Failure to submit this required information will result in an application being returned in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding of funds special condition at the time of award.**

**6. Tribal Authorizing Resolution (if applicable)**

Tribes, tribal organizations, or third parties proposing to provide direct services or assistance to residents on tribal lands should include in their applications a resolution, a letter, affidavit, or other documentation, as appropriate, that certifies that the applicant has the legal authority from the tribe(s) to implement the proposed project on tribal lands. In those instances when an organization or consortium of tribes applies for a grant on behalf of a tribe or multiple specific tribes, then the application should include appropriate legal documentation, as described above, from all tribes that would receive services/assistance under the grant. A consortium of tribes for which existing consortium bylaws allow action without support from all tribes in the consortium (i.e., without an authorizing resolution or comparable legal documentation from each tribal governing body) may submit, instead, a copy of its consortium bylaws with the application.

Applicants that are unable to submit with the application a fully-executed (i.e., signed) copy of appropriate legal documentation, as described above, consistent with the applicable tribe's governance structure, should, at minimum, submit an unsigned, draft version of such legal documentation as part of its application (except in cases where, with respect to a tribal consortium applicant, consortium bylaws allow action without the support of all consortium member tribes). If selected for funding, use of and access to funds will be contingent on receipt of the fully-executed legal documentation.

#### 7. **Additional Attachments**

Jurisdictions certified as disparate **must** identify a fiscal agent that will submit a **joint application** for the aggregate eligible allocation to all disparate municipalities. The joint application **must** determine and specify the award distribution to each unit of local government and the purposes for which the funds will be used. When beginning the JAG application process, a Memorandum of Understanding (MOU) that identifies which jurisdiction will serve as the applicant/fiscal agent for joint funds **must** be completed and signed by the Authorized Representative for each participating jurisdiction. The signed MOU **must** be attached to the application. For a sample MOU, go to [www.bja.gov/Funding/JAGMOU.pdf](http://www.bja.gov/Funding/JAGMOU.pdf).

**Failure to submit this required information will result in an application being change requested in the Grants Management System (GMS) for inclusion of the missing information OR the attachment of a withholding special condition at the time of award if time does not permit for a change request process.**

#### 8. **Applicant Disclosure of Pending Applications**

Applicants are to disclose whether they have pending applications for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation. The disclosure should include both direct applications for federal funding (e.g., applications to federal agencies) and indirect applications for such funding (e.g., applications to State agencies that will be subawarding federal funds).

OJP seeks this information to help avoid any inappropriate duplication of funding. Leveraging multiple funding sources in a complementary manner to implement comprehensive programs or projects is encouraged and is not seen as inappropriate duplication.

Applicants that have pending applications as described above are to provide the following information about pending applications submitted within the last 12 months:

- the federal or state funding agency
- the solicitation name/project name
- the point of contact information at the applicable funding agency

Federal or State Funding Agency	Solicitation Name/Project Name	Name/Phone/E-mail for Point of Contact at Funding Agency
DOJ/COPS	COPS Hiring Program	Jane Doe, 202/000-0000; jane.doe@usdoj.gov
HHS/ Substance Abuse & Mental Health Services Administration	Drug Free Communities Mentoring Program/ North County Youth Mentoring Program	John Doe, 202/000-0000; john.doe@hhs.gov

Applicants should include the table as a separate attachment, with the file name "Disclosure of Pending Applications," to their application. Applicants that do not have pending applications as described above are to include a statement to this effect in the separate attachment page. (e.g., "[Applicant Name] does not have pending applications submitted within the last 12 months for federally funded assistance that include requests for funding to support the same project being proposed under this solicitation and will cover the identical cost items outlined in the budget narrative and worksheet in the application under this solicitation.")

#### 9. Other Standard Forms

Additional forms that may be required in connection with an award are available on OJP's funding page at [www.ojp.usdoj.gov/funding/forms.htm](http://www.ojp.usdoj.gov/funding/forms.htm). For successful applicants, receipt of funds may be contingent upon submission of all necessary forms. Note in particular the following forms:

- a. Standard Assurances\*  
Applicants must read, certify, and submit this form in GMS prior to the receipt of any award funds.
- b. Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements\*  
Applicants must read, certify and submit in GMS prior to the receipt of any award funds.
- c. Accounting System and Financial Capability Questionnaire  
Any applicant (other than an individual) that is a non-governmental entity and that has not received any award from OJP within the past 3 years must download, complete, and submit this form.

\*These OJP Standard Assurances and Certifications are forms which applicants accept in GMS. They are not additional forms to be uploaded at the time of application submission.

### Review Process

OJP is committed to ensuring a fair and open process for awarding grants. BJA reviews the application to make sure that the information presented is reasonable, understandable, measurable, and achievable, as well as consistent with the solicitation. Applications for formula awards will be reviewed to ensure statutory requirements have been met.

Absent explicit statutory authorization or written delegation of authority to the contrary, all final grant award decisions will be made by the Assistant Attorney General will make all final award decisions.

## **Additional Requirements**

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. OJP encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. Additional information for each requirement can be found at [www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

- Civil Rights Compliance
- Civil Rights Compliance Specific to State Administering Agencies
- Faith-Based and Other Community Organizations
- Confidentiality
- Research and the Protection of Human Subjects
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA)
- DOJ Information Technology Standards (if applicable)
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of Justice Programs Financial Guide
- Suspension or Termination of Funding
- Nonprofit Organizations
- For-profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act of 2006 (FFATA)

- Awards in Excess of \$5,000,000 – Federal Taxes Certification Requirement
- Policy and Guidance for Conference Approval, Planning, and Reporting
- OJP Training Guiding Principles for Grantees and Subgrantees

## How To Apply

Applicants must submit applications through the Grants Management System (**GMS**), which provides cradle to grave support for the application, award, and management of awards at OJP. Applicants **must register in GMS for each specific funding opportunity**. Although the registration and submission deadlines are the same, OJP urges applicants to **register immediately**, especially if this is their first time using the system. Complete instructions on how to register and submit an application in GMS can be found at [www.ojp.usdoj.gov/gmscbt/](http://www.ojp.usdoj.gov/gmscbt/). Applicants that experience technical difficulties during this process should e-mail [GMS.HelpDesk@usdoj.gov](mailto:GMS.HelpDesk@usdoj.gov) or call 888-549-9901 (option 3), Monday – Friday from 6:00 a.m. to midnight eastern time, except federal holidays. OJP recommends that applicants **register immediately** to prevent delays in submitting an application package by the deadline.

All applicants should complete the following steps:

1. **Acquire a Data Universal Numbering System (DUNS) number.** In general, the Office of Management and Budget requires that all applicants (other than individuals) for federal funds include a DUNS number in their application for a new award or a supplement to an existing award. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and differentiating entities receiving federal funds. The identifier is used for tracking purposes and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, one-time activity. Call Dun and Bradstreet at 866-705-5711 to obtain a DUNS number or apply online at [www.dnb.com](http://www.dnb.com). A DUNS number is usually received within 1-2 business days.
2. **Acquire registration with the System for Award Management (SAM).** SAM replaces the **Central Contractor Registration (CCR) database** as the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. OJP requires that all applicants (other than individuals) for federal financial assistance maintain current registrations in the SAM database. Applicants must **update or renew their SAM registration annually** to maintain an active status.

Applicants that were previously registered in the CCR database must, at a minimum:

- Create a SAM account;
- Log in to SAM and migrate permissions to the SAM account (all the entity registrations and records should already have been migrated).

Information about SAM registration procedures can be accessed at [www.sam.gov](http://www.sam.gov).

3. **Acquire a GMS username and password.** New users must create a GMS profile by selecting the "First Time User" link under the sign-in box of the **GMS** home page. For more information on how to register in GMS, go to [www.ojp.usdoj.gov/gmscbt/](http://www.ojp.usdoj.gov/gmscbt/).

4. **Verify the SAM registration in GMS, formerly CCR registration.** OJP requests that all applicants verify their SAM registration in GMS. Once logged into GMS, click the "CCR Claim" link on the left side of the default screen. Click the submit button to verify the SAM (formerly CCR) registration.
5. **Search for the funding opportunity on GMS.** After logging into GMS or completing the GMS profile for username and password, go to the "Funding Opportunities" link on the left side of the page. Select "Bureau of Justice Assistance" and the "Edward Byrne Memorial Justice Assistance Grant (JAG) Program–Local Solicitation."
6. **Register by selecting the "Apply Online" button associated with the solicitation title.** The search results from step 5 will display the solicitation title along with the registration and application deadlines for this funding opportunity. Select the "Apply Online" button in the "Action" column to register for this solicitation and create an application in the system.
7. **Complete the Disclosure of Lobbying Activities, if applicable.** Any applicant that expends any funds for lobbying activities must provide the detailed information requested on the form, *Disclosure of Lobbying Activities (SF-LLL)*.
8. **Follow the directions in GMS to submit an application consistent with this solicitation.** Once submitted, GMS will display a confirmation screen stating the submission was successful. **Important:** In some instances, applicants must wait for GMS approval before they can submit an application. OJP urges applicants to submit the application at **least 72 hours prior** to the due date of the application.

**Note: GMS does not accept executable file types as application attachments.** These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

**Note: Duplicate Applications**

If an applicant submits multiple versions of an application, BJA will review the most recent version submitted.

**Experiencing Unforeseen GMS Technical Issues**

Applicants that experience unforeseen GMS technical issues beyond their control that prevent them from submitting their application by the deadline, must e-mail the BJA Programs Office staff **within 24 hours after the application deadline** and request approval to submit their application. The e-mail must describe the technical difficulties and include a timeline of the applicant's submission efforts, the complete grant application, the applicant's DUNS number, and any GMS Help Desk or SAM tracking number(s). **Note: BJA does not automatically approve requests.** After the program office reviews the submission, and contacts the GMS Help Desk to validate the reported technical issues, OJP will inform the applicant whether the request to submit a late application has been approved or denied. If the technical issues reported cannot be validated, the application will be rejected as untimely.

The following conditions are not valid reasons to permit late submissions: (1) failure to register in sufficient time, (2) failure to follow GMS instructions on how to register and apply as posted

on its Web site, (3) failure to follow each instruction in the OJP solicitation, and (4) technical issues with the applicant's computer or information technology environment, including firewalls.

**Notifications regarding known technical problems with GMS, if any, are posted at the top of the OJP funding Web page at [www.ojp.usdoj.gov/funding/solicitations.htm](http://www.ojp.usdoj.gov/funding/solicitations.htm).**

## **Provide Feedback to OJP on This Solicitation**

To assist OJP in improving its application and award processes, we encourage applicants to provide feedback on this solicitation, the application submission process, and/or the application review/peer review process. Feedback may be provided to [OJPSolicitationFeedback@usdoj.gov](mailto:OJPSolicitationFeedback@usdoj.gov).

**IMPORTANT:** This email is for feedback and suggestions only. Replies are **not** sent from this mailbox. If you have specific questions on any program or technical aspect of the solicitation, **you must** directly contact the appropriate number or email listed on the front of this solicitation document. These contacts are provided to help ensure that you can directly reach an individual who can address your specific questions in a timely manner.

If you are interested in being a reviewer for other OJP grant applications, please email your resume to [ojppeerreview@lmbps.com](mailto:ojppeerreview@lmbps.com). The OJP Solicitation Feedback email account will not forward your resume. **Note:** Neither you nor anyone else from your organization can be a peer reviewer in a competition in which you or your organization have submitted an application.

## Application Checklist

### Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2013 Local Solicitation

The application checklist has been created to assist in developing an application.

#### Eligibility Requirement:

- Jurisdiction listed as the legal name on the application corresponds with the eligible jurisdiction listed on BJA's [JAG web page](#)
- Federal amount requested is within the allowable limit of the FY 2013 JAG Allocations List as listed on BJA's [JAG web page](#)

#### What an Application Should Include:

- Application for Federal Assistance (SF-424) (see page 14)
- Abstract (see page 15)
- Program Narrative (see page 14)
- Budget and Budget Narrative (see page 15)
- Review Narrative (see page 15)
- Applicant Disclosure of Pending Applications (see page 16)
- Other Standard Forms, if applicable (see page 17)
- DUNS Number (see page 19)
- SAM Registration (see page 19)
- Disclosure of Lobbying Activities, if applicable ([SF-LLL](#)) (see page 20)

BOARD of SUPERVISORS



City Hall  
Dr. Carlton B. Goodlett Place, Room 244  
San Francisco 94102-4689  
Tel. No. 554-5184  
Fax No. 554-5163  
TDD/TTY No. 544-5227

---

---

**MEMORANDUM**

---

---

Date: June 28, 2013  
To: Mayor's Office  
From:  Angela Calvillo, Clerk of the Board  
Subject: Diversity Tracking System

---

Pursuant to Administrative Code, Section 12D.A.18(D) all City departments shall report annually to the Mayor on their progress in the preceding fiscal year toward the achievement of the MBE and WBE participation goals.

The Board of Supervisors entered into an agreement for Budget & Legislative Analyst services effective January 1, 2010 with Harvey M. Rose Associates, LLC, Debra A. Newman and Louie & Wong, LLP, A Joint Venture.

The term of the agreement is from January 1, 2010 to December 31, 2011 with an option exercised to renew for an additional two year term ending December 31, 2013.

Contractor	Budget Amount	Compliance	Responsible Person
Harvey M. Roses Associates, LLC, Debra A. Newman and Louie & Wong, LLP, A Joint Venture	\$2,000,000	MBE/WBE	Angela Calvillo, Clerk of the Board of Supervisors

c: Human Rights Commission  
c: Board of Supervisors

July 23, 2013 – Communications Page

From the Clerk of the Board, the following departments have submitted their reports regarding Sole Source Contracts for FY2012-2013:

Airport  
Arts Commission  
Assessor-Recorder  
Dept. of Building Inspection  
City Attorney  
District Attorney  
Economic & Workforce Development  
Elections  
Law Library  
Dept. of the Environment  
Port  
Public Library  
Public Utilities Commission  
Status of Women  
Treasurer-Tax Collector  
War Memorial & Performing Arts

---

**From:** Cynthia Avakian [Cynthia.Avakian@flysfo.com]  
**Sent:** Wednesday, July 10, 2013 9:39 AM  
**To:** Board of Supervisors  
**Subject:** Sole Source Contracts for Fiscal Year 2012-2013  
**Attachments:** \_Dept 27-Airport Sole Source Contracts Annual Report 12-13.pdf

Ms. Calvillo,

Attached please find a copy of SFO's report on sole source contracts for fiscal year 2012-2013. If you have any questions about the report, please let me know. Thanks,

Cynthia Avakian  
Contracts Administration Unit  
San Francisco International Airport  
P. O. Box 8097, San Francisco, CA 94128  
E-mail: [cynthia.avakian@flysfo.com](mailto:cynthia.avakian@flysfo.com)  
Phone: (650) 821-2014, Fax: (650) 821-2011



San Francisco International Airport

July 9, 2013

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

Dear Ms. Calvillo:

Pursuant to San Francisco Administrative Code Section 67.24(e), attached is the Airport's annual report on sole source contracts for Fiscal Year 2012-2013. This list is composed of contracts and agreements that needed sole source waivers from the City's Contracts Monitoring Division (CMD) and/or the Office of Contracts Administration (OCA).

If you have any questions, please contact Cynthia Avakian of the Airport's Contracts Administration Unit at (650) 821-2014.

Very truly yours,

John L. Martin  
Airport Director

Attachment

AIRPORT COMMISSION CITY AND COUNTY OF SAN FRANCISCO

EDWIN M. LEE  
MAYOR

LARRY MAZZOLA  
PRESIDENT

LINDA S. CRAYTON  
VICE PRESIDENT

ELEANOR JOHNS

RICHARD J. GUGGENHIME

PETER A. STERN

JOHN L. MARTIN  
AIRPORT DIRECTOR

Airport Commission Summary of Sole Source Contracts  
FY 12-13

	TERM START	TERM END	VENDOR NAME	AMOUNT	REASON FOR WAIVER
1	FY 12-13		AAAE Aviation Security Clearinghouse	\$200,000	Fingerprint processing
2	FY 12-13		ACGIH	\$195	Membership
3	FY 12-13		Action Targets	\$5,000	Targets & Parts for action target system for police firing range unavailable from another source
4	FY 12-13		Aeroflex Wichita Inc.	\$8,397	Proprietary equipment
5	11/01/11	12/31/13	Airport Council International (ACI)	\$175,000	Airport Service Quality Survey
6	FY 12-13		Airports Council Intl.-Airport Mgmt. Professional Accreditation Program (AMPAP)	\$5,717	Membership, On-line Training course unavailable from another source
7	FY 12-13		Airport Ground Transportation Assoc.	\$400	Membership
8	FY 12-13		Airport Minority Advisory Council	\$8,100	Membership and Conference
9	FY 12-13		Airport Revenue News	\$190	Subscriptions
10	FY 12-13		American Association of Museums	\$730	Conference
11	FY 12-13		American Planning Association	\$2,648	Memberships
12	FY 12-13		American Planning Association	\$348	Publications
13	FY 12-13		American Public Works Association	\$174	Membership
14	FY 12-13		American Society for Training & Development (ASTD)	\$1,788	Memberships, Conference
15	FY 12-13		American Society of Civil Engineers (ASCE)	\$2,170	Memberships, Conference
16	FY 12-13		American Society of Mechanical Engineers	\$2,495	Training course
17	FY 12-13		Argent Communications Group	\$615	Subscription Renewal
18	FY 12-13		Association of Bay Area Governments	\$4,132	Grant application costs
19	FY 12-13		Association of Certified Fraud Examiners	\$300	Membership
20	02/15/07	02/15/17	Bank of New York Trust Company NA	\$1,700,000	On-going Bond Trustee and Payee agent services
21	FY 12-13		BART	\$68,000	Maintenance & Repair Agreement, Transportation Services
22	FY 12-13		Bay Area Air Quality Management District (BAAQMD)	\$75,910	Fees
23	FY 12-13		Bay Area Clean Water Agencies	\$7,000	Utility fees
24	FY 12-13		Bay Area Council	\$69,000	Membership, Conference, Sponsorship
25	FY 12-13		Bay Area Council Foundation	\$10,000	Conference
26	FY 12-13		Besam Entrance Solutions	\$160,000	Parts & Repairs unavailable from another source
27	07/01/12	06/30/17	Bruel & Kjaer EMS Inc.	\$1,520,000	Noise monitoring software and hardware maintenance

Airport Commission Summary of Sole Source Contracts  
FY 12-13

	<b>TERM START</b>	<b>TERM END</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>REASON FOR WAIVER</b>
28	FY 12-13		Bureau of National Affairs	\$5,000	Publications
29	07/01/10	09/30/13	Burton's Fire (\$50,000/yr)	\$150,000	Oshkosh Fire Truck parts
30	FY 12-13		CA CPA Education Foundation	\$10,319	Membership, Training Classes
31	FY 12-13		California CLETS User Group	\$500	Annual Training Seminar
32	FY 12-13		California Department of Public Health	\$13,107	Fees
33	FY 12-13		California Department of Transportation	\$24,000	Maintenance of Roadway Lighting & Traffic Signals
34	09/01/12	06/30/15	California Department of Transportation	\$250,000	Airspace Ground Lease
35	FY 12-13		California Narcotics Officer's Association	\$45	Training unavailable from another source
36	FY 12-13		California Peace Officer's Association	\$90	Seminar
37	FY 12-13		California Police Chiefs Association	\$425	Training unavailable from another source
38	FY 12-13		California Water Environment Assoc.	\$505	Conference
39	FY 12-13		CALNENA	\$295	Seminar
40	FY 12-13		CALPERLA	\$3,314	Conference
41	FY 12-13		Calstart	\$3,500	Membership
42	01/01/09	12/31/13	Carrier Corp.	\$900,000	Chiller parts & repair unavailable from another source
43	FY 12-13		CCH, Inc.	\$3,990	Publications
44	FY 12-13		CEECO	\$10,000	Maintenance & Repair of Armored Telephones unavailable from another source
45	FY 12-13		City of Brisbane	\$50	Permits
46	FY 12-13		City of Daly City	\$100	Permits
47	FY 12-13		City of Millbrae	\$4,100	Permits and Fees
48	FY 12-13		City of Pacifica	\$50	Permits
49	FY 12-13		City of Philadelphia-Airport	\$300	Conference
50	FY 12-13		City of San Bruno	\$50	Permits
51	FY 12-13		City of South San Francisco	\$85,000	NBSU Agreement
52	10/01/12	09/30/13	City of South San Francisco	\$1,800,000	Parking Taxes
53	FY 12-13		Collaborative Fusion	\$11,176	Software licensing & maintenance
54	FY 12-13		Continuing Education of the Bar (CEB)	\$5,319	Publications
55	04/05/11	06/30/14	County of San Mateo Community Roundtable	\$500,000	Membership
56	08/01/12	04/30/13	County of Ventura	\$63,575	Gartner Subscription Agreement
57	FY 12-13		Crain Communications Inc.	\$149	Subscription
58	FY 12-13		Department of Industrial Relations, Division of Occupational Safety	\$20,000	Fees

Airport Commission Summary of Sole Source Contracts  
FY 12-13

	<b>TERM START</b>	<b>TERM END</b>	<b>VENDOR NAME</b>	<b>AMOUNT</b>	<b>REASON FOR WAIVER</b>
59	FY 12-13		Dice Targeted Job Fair	\$1,695	Job Fair Registration
60	FY 12-13		DIIO	\$18,000	Design and Performance features
61	FY 12-13		Diversified Communications Group	\$35,939	New and replacement radio equipment
62	FY 12-13		DLT Solutions	\$73,622	Software License Renewal (AutoCAD)
63	06/20/11	12/31/15	Engineered Arresting Systems Corp. (ESCO)	\$420,000	EMAS Design Services
64	FY 12-13		Engineered Arresting Systems Corp. (ESCO)	\$40,000,000	Engineered Material Arresting Systems
65	FY 12-13		Evanta	\$3,500	Training unavailable from another source
66	04/08/11	06/30/16	Federal Aviation Administration (FAA)	\$3,669,575	Reimbursable Agreement-Runway Safety Area
67	FY 12-13		Fred Pryor Seminars/Career Track	\$695	Training Seminars
68	01/01/13	12/30/17	GCR	\$1,500,000	Annual software maintenance renewal for Airport's Property Management & Billing System
69	FY 12-13		Graphics Press	\$760	Seminar
70	FY 12-13		Gryphon Training Group	\$600	Training unavailable from another source
71	FY 12-13		Hach Company	\$20,000	Equipment, parts and repair unavailable from another source
72	FY 12-13		Haines Company Inc.	\$929	Subscription
73	FY 12-13		Honeywell Building Solutions	\$5,640	Training unavailable from another source
74	FY 12-13		HOW Design Live	\$1,595	Conference
75	FY 12-13		HSQ Technology	\$80,000	Parts & Repair unavailable from another source
76	07/01/12	06/30/16	Intergraph Inc.	\$930,000	Software Maintenance Agreement, Proprietary Software Program
77	FY 12-13		International Association of Chiefs of Police	\$240	Membership
78	FY 12-13		International Association of Plumbing & Mechanical Officials (IAPMO)	\$480	Memberships, subscription
79	FY 12-13		International Aviation Professionals	\$20,000	Membership
80	FY 12-13		International Parking Institute (IPI)	\$595	Membership
81	FY 12-13		International Risk Management Institute (IRMI)	\$5,387	Membership, Subscription, Conference
82	FY 12-13		Jatco Inc.	\$2,500	Parts & Repair unavailable from another source
83	FY 12-13		Journal of Emergency Management	\$284	Subscription
84	FY 12-13		Law Enforcement Agencies Network (ALEAN)	\$250	Conference

Airport Commission Summary of Sole Source Contracts  
FY 12-13

	TERM START	TERM END	VENDOR NAME	AMOUNT	REASON FOR WAIVER
85	07/01/12	06/30/17	LDM	\$300,000	Software Maintenance Contract
86	FY 12-13		Local Government Publications	\$139	Publication
87	FY 12-13		LRP Publications	\$1,162	Conference
88	FY 12-13		Marin Consulting Associates	\$550	Training unavailable from another source
89	FY 12-13		McGraw Hill - Aviation Week, Aviation Daily	\$3,673	Subscriptions
90	FY 12-13		McGraw Hill - Aviation Week & Space Tech.	\$830	Advertisement
91	12/01/10	12/01/13	McGraw Hill - Aviation Week & Space Tech.	\$139	Subscriptions
92	07/13/12	07/12/15	McGraw-Hill Companies-ENR	\$205	Subscriptions
93	FY 12-13		Momberger Airport Information	\$690	Subscription Renewal
94	FY 12-13		NABCO, Inc.	\$117,080	Equipment upgrade
95	FY 12-13		National Fire Protection Assoc (NFPA)	\$1,704	Membership, Subscription
96	FY 12-13		National Seminars Group	\$886	Seminar
97	FY 12-13		National Shooting Sports Foundation	\$250	Conference
98	FY 12-13		NENA	\$130	Membership
99	07/01/10	06/30/13	Nixon-Egli (50,000/yr)	\$150,000	Parts & Repair for specialized equipment unavailable from another source
100	FY 12-13		Office of State Fire Marshall	\$1,500	License Renewal
101	02/28/13	02/27/14	Oracle America Inc.	\$143,535	Software Maintenance renewal
102	FY 12-13		Oregon Health & Science University	\$400	Training unavailable from another source
103	07/01/11	06/30/14	PASSUR Aerospace Inc.	\$348,604	Flight Database Subscription
104	FY 12-13		Pesticide Applicators Professional Association (PAPA)	\$160	Seminar
105	FY 12-13		Port of Oakland	\$500	Training unavailable from another source
106	04/01/12	04/01/20	Presidio Trust	\$7,500,000	Funding agreement for Presidio Wetlands Mitigation Project
107	FY 12-13		Public Safety Training Consultants	\$997	Training unavailable from another source
108	08/01/10	02/09/14	Quantum Secure	\$640,000	Software development & modules
109	FY 12-13		Quantum Workplace	\$2,995	Online survey service
110	FY 12-13		Radiation Detection Co.	\$1,000	Parts & Repair for specialized equipment unavailable from another source
111	FY 12-13		Risk & Insurance Management Society (RIMS)	\$905	Memberships
112	FY 12-13		Routes World Development Group	\$5,958	Conference

Airport Commission Summary of Sole Source Contracts  
FY 12-13

	TERM START	TERM END	VENDOR NAME	AMOUNT	REASON FOR WAIVER
113	FY 12-13		SAI	\$30,000	Software support (Call Detail Reporting System) unavailable from another source
114	FY 12-13		SAMCEDA	\$14,150	Annual Membership, Annual Meeting and Awards Luncheon Sponsorships
115	05/24/11	05/24/16	San Bruno Park School District	\$10,000	Bus Transportation
116	FY 12-13		San Francisco Business Times	\$1,159	Subscription renewals, economic forecast event
117	FY 12-13		San Francisco Commerce Foundation	\$3,850	Conference
118	FY 12-13		San Francisco State University	\$700	Career Fair, Training event
119	11/01/08	07/01/13	San Mateo County Behavioral Health & Recovery Program (First Chance)	\$40,000	Alcohol Rehabilitation Program unavailable from another source
120	FY 12-13		San Mateo County Dept. of Public Works	\$5,000	Maintenance of Roadway Lighting & Traffic Signals
121	FY 12-13		San Mateo County Environmental	\$58,000	Fees
122	FY 12-13		San Mateo County Information	\$11,106	Online subscription (CLETS)
123	FY 12-13		San Mateo County Jobs for Youth	\$90	Awards breakfast
124	FY 12-13		San Mateo County Mosquito Abatement District	\$55,000	Abatement services
125	09/01/08	06/30/13	San Mateo County - Palcare	\$1,540,000	Childcare facility unavailable from another source
126	12/15/10	06/30/18	San Mateo County - Palcare	\$450,000	Childcare facilities expansion
127	07/01/08	06/30/18	San Mateo County Transit District (SamTrans)	\$2,130,000	Owl Bus Service
128	FY 12-13		Scantron Corporation	\$10,000	Proprietary scanning hardware, software and support
129	FY 12-13		Schneider Electric	\$2,750	Training unavailable from another source
130	FY 12-13		Setcom Corp.	\$4,334	Parts unavailable from another source
131	FY 12-13		SF Estuary Institute	\$13,567	Annual monitoring fees
132	FY 12-13		Sherwin Industries Inc.	\$18,803	Parts unavailable from another source
133	FY 12-13		Silicon Valley/San Jose Business Journal	\$1,350	Bay Area Healthiest Awards table
134	FY 12-13		Skill Path	\$657	Parts unavailable from another source
135	FY 12-13		SLC Airport, ARFF Training Center	\$51,280	Live Fire Burn Training not available from another source
136	FY 12-13		Smithsonian Institution	\$990	Conference
137	FY 12-13		Society for Human Resource Management	\$180	Membership
138	FY 12-13		SourceMedia	\$300	Conference
139	FY 12-13		State Board of Equalization	\$91,880	Fees

Airport Commission Summary of Sole Source Contracts  
FY 12-13

	TERM START	TERM END	VENDOR NAME	AMOUNT	REASON FOR WAIVER
140	FY 12-13		State Water Resources Control Board	\$58,939	Fees
141	FY 12-13		The Conference Board	\$2,595	Training Conference
142	FY 12-13		The New York Times	\$819	Subscription renewal
143	FY 12-13		The Recorder	\$421	Subscription renewal
144	09/21/11	03/28/14	The Wall Street Journal	\$1,411	Subscription Renewals
145	FY 12-13		Town of Hillsborough	\$50	Noise monitoring site permits
146	FY 12-13		Tradewind Scientific Ltd.	\$10,000	Parts & Equipment unavailable from another source
147	FY 12-13		Training for Safety Inc.	\$1,324	Training not available from another source
148	09/01/06	10/31/13	Transportation Corridor Agencies (TCA)	\$88,000	License to use FasTrak trademark
149	07/01/11	06/30/14	UBM Aviation WorldWide	\$107,800	Online Database Research Access
150	FY 12-13		UC Regents	\$1,378	Symposium
151	FY 12-13		UC Regents, UC Berkeley	\$15,010	Training unavailable from another source
152	FY 12-13		UC Regents, COEH	\$645	Training unavailable from another source
153	FY 12-13		United Parcel Service (UPS)	\$5,000	Shipping
154	06/01/13	05/12/18	United Service Organization (USO)	\$175,003	Grant Agreement and space permit for USO Center
155	FY 12-13		US Coast Guard Lease	\$1	Renewal of USCG PSU Lease
156	FY 12-13		US Department of Transportation-FAA Mission Support Services	\$21	Renewal Notice for AFD Southwest
157	10/01/10	09/10/15	US Drug Enforcement Administration (\$341,075/yr)	\$1,705,375	DEA task force office space lease
158	FY 12-13		US Government Printing Office	\$1,804	Publications not available from another source
159	FY 12-13		US Green Building Conference	\$3,295	Conference
160	FY 12-13		US Postal Service	\$2,500	Post Office Box Fees
161	FY 12-13		US Travel Association (USTA)	\$60,000	Membership
162	FY 12-13		Western Region Intergovernmental Personnel Assessment Council	\$1,000	Post Office Box Fees
163	04/04/12	03/30/20	VII Pac Shores Holdings, LLC	\$3,550,000	Wetland Credit Purchase Agreement
			Total FY 2012-2013 Sole Source Contracts	\$74,247,081	

---

**From:** Krell, Rebekah  
**Sent:** Wednesday, July 10, 2013 2:22 PM  
**To:** Nevin, Peggy  
**Cc:** Assmann, David; Ebarle, David  
**Subject:** Re: Sole Source Contracts and Annual Reports DUE NOW - Response Required  
**Attachments:** Reply Arts Sole Source FY 12-13.xls

Hi Peggy,

Attached please find our response. I apologize for the delay.

Best,

Rebekah

Rebekah Krell  
Deputy Director & CFO

San Francisco Arts Commission  
25 Van Ness Avenue, Suite 345  
San Francisco, CA 94102  
T: 415-252-4665 F: 415-252-2595  
sfartscommission.org

[e-Newsletter](#) | [Twitter](#) | [Facebook](#) | [YouTube](#) | [Flickr](#)

	Arts Commission Sole Source Contracts for FY 12-13	Vendor Name	Vendor Number	Term Contract Amount	Purchasing Type	Purchasing Authority		Total Encumbered Amount	Total Paid	Balance	Reason
1	DPAR1200058 (closed) & DPAR11000272 (open)	Atthowe Fine Arts Services	2599	\$ 500,000.00	XP	Profserv-Nos	FY11-12	\$ 484,146.80	\$ (444,768.62)	\$ 39,378.18	<p><u>Existing PO</u></p> <p>1) This vendor provides installation, de-installation, packing and transport of several monumental size sculptural artworks in San Francisco's Civic Art Collection. Atthowe FAS is the only provider in the Bay Area that has both the required experience with artwork of the value and magnitude, as well as the general contractor's license required by the City Attorney.</p> <p>2) Both PO is under the same contract. The new PO was created due to during the fiscal year end, we were unable to modify the FY11 PO while we need to make payment and Controller is working on year end PO carry forward.</p>
2	DPAR12000122 (open)& DPAR11000342 (closed)	A R G Conservation Services	59348	\$ 375,000.00	XP	Profserv-Nos	FY11-12	\$ 354,078.77	\$ (272,043.81)	\$ 82,034.96	<p><u>Existing PO</u></p> <p>1) ARG Conservation Services is a sole source provider for a variety of conservation and restoration projects that involve architecturally integrated as well as large, historically significant and valuable artworks in the San Francisco Civic Art Collection.</p> <p>2) Both PO is under the same contract. We need to close the FY11 PO due to it was incorrectly coded purchasing authority as Profeser-Bid. The FY12 new PO created with correct purchasing authority Profserv-Nos.</p>
3	DPAR12000162 (closed)& DPAR13000098 (open)	Deborah Frieden & Associates	85439	\$ 100,000.00	XP	Profserv-Nos	FY11-12	\$ 100,000.00	\$ (100,000.00)	\$ -	<p><u>Existing PO</u></p> <p>Deborah Frieden has unique skills that could not be met by any City personnel including: specific knowledge of construction design and mangement for cultural facilities; cultural needs of arts centers and facilities; unique knowledge of historic preservation requirements for design and construction; and previous experience project managing and consulting on cultural facilities renovations, such as the de Young Museum of San Francisco renovations. The project where Deborah Frieden will act as consultant is for City-owned Bayview Opera House Ruth Williams Memorial Theater, which is a facility on the National Register of Historic Preservation.</p>
4	DPAR13000014	San Francisco Symphony	16389	\$ 2,031,816.00	XP	Profserv-Nos	FY12-13	\$ 2,031,816.00	\$ (2,031,816.00)	\$ -	<p>In accordance with the City Charter Section 16.106 The Board of Supervisors, City and County of San Francisco, shall annully appropriate fund to the Arts Commission. The San Francisco Symphony Orchestra has been maintained by the City as a sole orchestra in the City for the last 60 years.</p>

---

**From:** Kimura, Kimberlee  
**Sent:** Thursday, July 11, 2013 2:47 PM  
**To:** Board of Supervisors  
**Cc:** Chu, Carmen; Prashad, Trisha  
**Subject:** RE: Sole Source Contracts and Annual Reports - Response Required  
**Attachments:** sole source response to BOS July 2013.xlsx

Please see attached

*Kimberlee Kimura \* Office of the Assessor-Recorder \* City & County of San Francisco \* 1 Carlton B. Goodlett Pl \* City Hall, Room 190 \*  
San Francisco, CA 94102-4698 \* tel: (415) 554-7911 \* email: [kimberlee.kimura@sfgov.org](mailto:kimberlee.kimura@sfgov.org)*

Term	Vendor	Amount	One time / Annual?	Reason
2008-2014	ATPac	\$133,559.26	Annual	specialized software
2013-2018	Easy Access	\$106,531.78	Annual	specialized software
2011-2013	Easy Access	\$197,428.50	One time	specialized software

---

**Subject:** FW: Sole Source Contracts for Fiscal Year 2012-2013  
**Attachments:** Sole Source Contracts for FY 2012-2013.pdf

**From:** Ortiz, Adriana  
**Sent:** Monday, July 08, 2013 12:19  
**To:** Board of Supervisors  
**Cc:** Calvillo, Angela; Levin, Pamela; Revels, Gayle  
**Subject:** Sole Source Contracts for Fiscal Year 2012-2013

The Department of Building Inspection respectfully submits the attached document concerning the Sole Source Contract for FY 2012-2013.

Thank you.

Adriana Ortiz  
Director's Office  
Department of Building Inspection  
1660 Mission Street, 6th floor  
San Francisco, CA 94103  
(415) 558-6690 Phone  
(415) 558-6225 Fax



**DATE:** July 3, 2013  
**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** *Tom C. Hui* Tom C. Hui, S.E., C.B.O. *AK*  
Acting Director  
**SUBJECT:** Sole Source Contracts for Fiscal Year 2012-2013

In accordance with Sunshine Ordinance, Administrative Code Section 67.24(e), the Department of Building Inspection is submitting the following information.

The department entered into two sole source professional services contracts during FY 2012-13.

Term	Vendor	Amount	Reason
3/1/2011 – 7/31/2013	Oracle America Inc.	\$189,028.45	Only vendor that can provide this particular software license and maintenance (Per Admin Code 21.30)
10/27/2010 - 10/26/2013	Serena Software Inc.	\$2,818.19	Only vendor that can provide this particular software license and maintenance (Per Admin Code 21.30)

Please contact Pamela Levin, Deputy Director Administrative Services, at 558-6239 if you have any questions.

---

**From:** Tara.Collins@sfgov.org  
**Sent:** Wednesday, July 10, 2013 12:01 PM  
**To:** Board of Supervisors  
**Subject:** Sole Source Contract Information - City Attorney's Office  
**Attachments:** SoleSource2013.pdf

Best,  
Tara Collins  
Confidential Assistant to the City Attorney

---

OFFICE OF CITY ATTORNEY DENNIS HERRERA  
San Francisco City Hall, Room 234  
1 Dr. Carlton B. Goodlett Place  
San Francisco, California 94102-4682

(415) 554-4748 Direct  
(415) 554-4700 Reception  
(415) 554-4715 Facsimile

City Attorney's Office  
Sole Source Contracts  
FY 2013-2014

Name of Firm	Scope of Service	Contract End Date	Maximum Amount
Shute Mihaly & Weinberger	Professional legal services	June 30, 2014	Port: \$450,000 TIDA: \$80,000 HPS/CP: \$150,000
AECOM Technical Services	Professional expert services	December 31, 2013	\$140,632
Treadwell & Rollo	Professional expert services	August 18, 2013	\$60,000
Premier Construction Services	Professional expert services	August 18, 2013	\$182,175
GEI Consultants, Inc.	Professional expert services	Through Completion	\$160,000
Don Deaver	Professional expert services	June 21, 2014	\$20,000
Hudson River Energy Group	Professional expert services	June 21, 2014	\$60,000
Accufacts	Professional expert services	June 21, 2014	\$35,000
The Brattle Group	Professional expert services	June 30, 2016	\$350,000
Carr McClellan	Professional legal services	June 30, 2014	\$850,000
Wendel, Rosen, Black & Dean	Professional legal services	Through Completion	\$25,000
Sheppard Mullin	Professional legal services	April 25, 2014	N/A
Bergman & Allderdice	Professional legal services	March 1, 2014	\$200,000
Robert D. Peterson Law Corporation	Professional Legal Services	October 5, 2015	\$40,000

---

**Subject:** DAT Reports  
**Attachments:** DAT Sole Source Report FY 13.pdf; DAT Gift Report FY 13.pdf

**From:** Sheila.Arcelona@sfgov.org [Sheila.Arcelona@sfgov.org]  
**Sent:** Monday, July 15, 2013 10:11 AM  
**To:** Calvillo, Angela  
**Cc:** Board of Supervisors  
**Subject:** DAT Reports

Please find attached two annual reports for the ~~District Attorney's Office~~: sole source contracts and gifts under \$10,000.  
Thank you.

---

Sheila Arcelona  
Assistant Chief, Finance & Administration  
San Francisco District Attorney's Office  
Desk: (415) 734-3018  
Fax: (415) 553-9700  
[Sheila.Arcelona@sfgov.org](mailto:Sheila.Arcelona@sfgov.org)

The information contained in this electronic message may be confidential and may be subject to the attorney-client privilege and/or the attorney work product doctrine. It is intended only for the use of the individual or entity to whom it is addressed. If you are not the intended recipient, you are hereby notified that any use, dissemination or copying of this communication is strictly prohibited. If you have received this electronic message in error, please delete the original message from your e-mail system. Thank you.



George Gascón  
District Attorney

July 11, 2013

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

Dear Ms. Calvillo:

The District Attorney's Office is providing the Clerk of the Board of Supervisors with this memorandum in compliance with Sunshine Ordinance Section 67.24(e) which requires that at the end of each fiscal year each City Department provide the Board of Supervisors with a list of all sole source contracts entered into during the past fiscal year. Below are the sole source contracts of the District Attorney's Office for fiscal year 2012 - 2013. If you have any questions please feel free to contact me at (415) 553-1895.

**Sole Source Contracts for District Attorney's Office -- Fiscal Year 2012-2013**

Term	Vendor	Amount	Reason
7/1/12-- 8/31/13	Community United Against Violence	\$100,000	Unique expertise in LBGTQ violence prevention
3/15/10-- 6/30/13	Karr, Helen	\$ 6,600	Elder abuse prosecution expert
7/1/12-- 6/30/13	SAGE Project, Inc. (Standing Against Global Exploitation Inc.)	\$ 72,500	First Offender Prostitution Diversion Program

Sincerely,

Eugene Clendinen  
Chief Administrative and Financial Officer

---

**From:** Pascual, Merrick  
**Sent:** Friday, July 12, 2013 3:03 PM  
**To:** Board of Supervisors  
**Cc:** Rufo, Todd  
**Subject:** RE: Sole Source Contracts and Annual Reports DUE NOW - Response Required  
**Attachments:** FY13 ECN Sole Source Contracts Memo 2013-07-12.doc

Please disregard the previous email. OEWD did enter into one (1) sole source contract in FY 12-13. The memo has been revised to reflect as such. Apologies for the inconvenience. Thank You.

---

Merrick Pascual  
Chief Financial Officer  
Office of Economic and Workforce Development  
1 South Van Ness Avenue, 5th Floor | San Francisco, CA 94103  
(415) 701-4811

---



---

**MEMORANDUM**

---



---

Date: July 12, 2013

To: Clerk of the Board

From: Todd Rufo, Director – Office of Economic and Workforce Development

Subject: Sole Source Contracts for Fiscal Year 2012-2013

---

Per Sunshine Ordinance Section 67.24(e), the Office of Economic and Workforce Development reports one Sole Source Contract that was entered into in Fiscal Year 2012-2013.

Term	Vendor	Amount	Reason
11/1/12 – 12/31/13	Stephen Duscha	\$48,414	<i>The Office of Economic and Workforce Development (OEWD) received a training cost reimbursement grant from the California Employment Training Panel (ETP). In order for OEWD to be reimbursed for its training cost, training information and data need to be reported to the California Employment Development Department (EDD) on a monthly basis. ETP strongly recommended that OEWD enter into a contract with Steve Duscha Advisories because the paperwork is complex and laborious and because Steve Duscha Advisories has extensive experience with the design and implementation of the reimbursement grant.</i>



---

**From:** John.Arntz@sfgov.org  
**Sent:** Thursday, July 11, 2013 2:54 PM  
**To:** Board of Supervisors  
**Cc:** Nevin, Peggy  
**Subject:** Re: Sole Source Contracts and Annual Reports DUE NOW - Response Required

Hello. The Department of Elections does not have any sole-source contracts to report.

Thanks,  
-John.

John Arntz, Director  
San Francisco Department of Elections  
1 Dr. Carlton B. Goodlett Pl, Rm 48  
San Francisco, California 94102  
415 554 4375  
fax 415 554 7666  
[www.sfelections.org](http://www.sfelections.org)

---

**From:** Bell, Marcia  
**Sent:** Wednesday, July 10, 2013 10:06 AM  
**To:** Nevin, Peggy  
**Subject:** RE: Sole Source Contracts and Annual Reports DUE NOW - Response Required

The Law Library does not have any sole source contracts.

Thank you.

Marcia

Marcia R. Bell, Director  
San Francisco Law Library  
415-554-6824 (direct)  
[marcia.bell@sfgov.org](mailto:marcia.bell@sfgov.org)  
[www.sflawlibrary@sfgov.org](http://www.sflawlibrary@sfgov.org)

---

**From:** Buerkle, Rachel  
**Sent:** Wednesday, July 10, 2013 11:43 AM  
**To:** Board of Supervisors  
**Cc:** Assmann, David  
**Subject:** RE: Sole Source Contracts and Annual Reports DUE NOW - Response Required  
**Attachments:** 12.13 Sole Source Report 7.2.13 ENV.xlsx

Attached is our report for Sole Source Contracts for FY12/13. I'm sorry it was not sent to you sooner.

**Rachel C. Buerkle**  
**Sr. Administrative Analyst**  
San Francisco Department of the Environment  
1455 Market Street, Suite 1200, San Francisco, CA 94103  
[rachel.buerkle@sfgov.org](mailto:rachel.buerkle@sfgov.org) (415) 355-3704 [www.sfenvironment.org](http://www.sfenvironment.org)

**Department of the Environment**

**Sole Source Contracting Report FY 12/13**

START DATE	END DATE	VENDOR	CONTRACT AMOUNT	PURPOSE	Selection Process
<b>New Sole Source Contracts</b>					
06/06/13	06/30/14	Macias, Gini	8,100	Audit of Impound Account	under 10K
<b>Prior Sole Source contracts still in effect:</b>					
07/01/09	06/30/13	Brownie's Hardware	\$ 7,000	Latex Paint Drop Off Site	under 10K
05/05/10	06/30/13	Center Hardware	\$ 5,875	Latex Paint Drop Off Site	under 10K
07/07/09	06/30/13	Cliff's Variety	\$ 6,000	Latex Paint Drop Off Site	under 10K
07/01/09	06/30/13	Cole Hardware	\$ 24,000	Latex Paint Drop Off Site	Sole Source
03/09/10	06/30/13	Fredericksen's Hardware	\$ 6,250	Latex Paint Drop Off Site	under 10k
07/01/09	06/30/13	Last's Paint	\$ 6,000	Latex Paint Drop Off Site	under 10K
03/22/12	09/30/12	Macias, Gini	\$ 8,100	Audit of Impound Account	under 10K
07/01/09	06/30/13	Robert's Hardware	\$ 6,292	Latex Paint Drop Off Site	under 10K
02/19/10	06/30/13	Speedy's Hardware	\$ 6,625	Latex Paint Drop Off Site	under 10K



RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2013 JUL 15 AM 11:24

**INTERDEPARTMENTAL MEMORANDUM**

July 9, 2013

**TO:** Board of Supervisors  
Attention: Clerk of the Board

**FROM:** Monique Moyer *M. Moyer*  
Executive Director

**SUBJECT: Sole Source Contracts for Fiscal Year 2012/2013**

Pursuant to Section 67.24(e) of the Sunshine Ordinance, the Port of San Francisco entered into the following Sole Source Contracts for Fiscal Year 2012/2013. The list also includes existing contracts from previous reporting periods that have not yet expired.

Term	Vendor	Amount	Reason
8/1/09 - 12/31/13	Cochran, Inc.	\$ 5,198,000	Design, purchase, and installation of shoreside power equipment at Pier 27 and 29.  <u>Justification:</u> Ordinance No.125-08 adopted by the Board of Supervisor on July 16, 2008 and modified under ordinance 147-09 on June 30, 2009. Princess Cruises has unique experience in the development of shoreside power resources and assisted the Port in securing grant funding to pay for this valuable asset. Princess Cruise Lines utilizes Cochran, Inc., a Seattle-based electrical engineering contractor to design, install shoreside power facilities.
6/1/12 - 3/30/13	BAE Systems	\$5,700,000	Installation of shoreside power equipment at the San Francisco Dry Dock located at Pier 70.  <u>Justification:</u> Project was required by Bay Area Air Quality Management District as mitigation for AC34 permits.

3/24/2012- 5/31/2013	Oracle	\$154,431.32	Oracle eBusiness Suite enterprise application software renewal (financials, inventory, procurement, asset management).  <u>Justification:</u> This software application supports an existing system that is required for ongoing financial operations. Proprietary software maintenance and upgrade licenses, sourced only and directly by the vendor.
1/1/2103 - 12/31/2013	AirIT	\$37,513.00	PROPworks software application support maintenance annual renewal.  <u>Justification:</u> Maintenance for proprietary hardware.
8/6/2012 - 8/5/2013	Autodesk (DLT, authorized reseller)	\$12,958.00	Autodesk (CAD) software support and maintenance-- annual renewal.  <u>Justification:</u> Proprietary software maintenance and upgrade license, sourced only and directly by the vendor.
10/1/2012 - 9/1/2103	IBM	\$12,528.00	Computer hardware maintenance.  <u>Justification:</u> Maintenance for software where city does not have access to source codes and such access is necessary to perform maintenance.

In summary, the Port has received approval to contract out \$11,115,430.32 in sole source purchases or contracts.

cc:

Elaine Forbes, Port Deputy Director for Finance & Administration  
Andrés Acevedo, Port Contract Administrator

---

**From:** Maureen Singleton [msingleton@sfpl.org]  
**Sent:** Tuesday, July 09, 2013 4:50 PM  
**To:** Board of Supervisors  
**Cc:** Luis Herrera  
**Subject:** FW: Sole Source Contracts and Annual Reports - SFPL Response  
**Attachments:** SFPL FY 13 Sole Source Report Cover Memo.doc; SFPL FY 13 Sole Source Contracts.xlsx

**Importance:** High

Clerk of the Board:

In compliance with the Sunshine Ordinance Section 67.24(e) please find attached the list of sole source contracts for SFPL in FY 13. Also attached is a brief cover memo. Feel free to contact me if you have questions.

Sincerely,

Maureen

---

Maureen Singleton  
Chief Financial Officer  
San Francisco Public Library  
100 Larkin Street, 6th Floor  
San Francisco, CA 94102  
Ph: 415.557.4248  
Email: [MSingleton@sfpl.org](mailto:MSingleton@sfpl.org)

**From:** Luis Herrera  
**Sent:** Monday, July 08, 2013 1:35 PM  
**To:** Maureen Singleton; Anna C. Wong  
**Cc:** Luis Herrera; Almer Castillo  
**Subject:** FW: Sole Source Contracts and Annual Reports - Response Required  
**Importance:** High

---

**From:** Board of Supervisors [<mailto:board.of.supervisors@sfgov.org>]  
**Sent:** Tuesday, June 18, 2013 5:49 PM  
**To:** [rbenefield@famsf.org](mailto:rbenefield@famsf.org); Callahan, Micki; Calvillo, Angela; Chu, Carmen; Cisneros, Jose; DeCaigny, Tom; Dick-Endrizzi, Regina; Dodd, Catherine; Falvey, Christine; Garcia, Barbara; Gascon, George; Ginsburg, Phil; Goldstein, Cynthia; Robbins, Susannah; Hayes-White, Joanne; Collins, Tara; Herrera, Luis; Hicks, Joyce; Hui, Tom; Huish, Jay; Johnson, Carla; Johnston, Jennifer; Kelly, Jr, Harlan; Kelly, Naomi; Kronenberg, Anne; Lee, Olson; Martin, John (SFO); Mirkarimi, Ross; Moyer, Monique; Murase, Emily; Murray, Elizabeth; Nuru, Mohammed; Nutter, Melanie; Palone, Kriztina; Rahaim, John; [ed.reiskin@sfmta.com](mailto:ed.reiskin@sfmta.com); Rhorer, Trent; Rosenfield, Ben; Rufo, Todd; Siffermann, William; Sparks, Theresa; St.Croix, John; Still, Wendy; Suhr, Chief; Touitou, Marc (SFCityCIO); Wolf, Delene; [maria@dcyf.org](mailto:maria@dcyf.org); [jxu@asianart.org](mailto:jxu@asianart.org)  
**Subject:** Sole Source Contracts and Annual Reports - Response Required

Please see attachment.

Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102

**San Francisco Public Library**  
**Sole Source Contracts for Fiscal Year 2012-2013**

	Term		Vendor	Amount	Reason
1	12/1/2002	to 12/31/2012	Innovative Interfaces	\$3,103,407.00	Software Lic & Main; Integrated Library System
2	1/1/2007	to 12/31/2012	Scholastic/Grolier	\$372,413.00	Online Content Database License
3	2/14/2007	to 2/13/2013	D&B Corp	\$117,192.00	Online Content Database License
4	3/26/2012	to 2/13/2013	Mergent Inc	\$24,000.91	Online Content Database License
5	12/1/2007	to 11/30/2013	Pacific Coast Trane	\$586,605.00	HVAC Maintenance
6	7/1/2009	to 6/30/2014	FKI Logistex	\$249,881.00	Equipment Maintenance Sorting System
7	7/1/2010	to 6/30/2014	Learning Express	\$50,559.00	Online Content Database License
8	12/1/2008	to 11/30/2014	Proquest LLC	\$1,473,144.00	Online Content Database License
9	1/1/2009	to 12/31/2014	Keystone Systems, Inc.	\$156,491.00	Software License and Maintenance
10	7/1/2009	to 6/30/2015	Ebsco Publishing	\$293,223.00	Online Content Database License
11	7/1/2009	to 6/30/2015	Overdrive, Inc.	\$5,904,800.00	Database; digital library materials
12	7/1/2010	to 6/30/2015	Siemens Industry Inc.	\$94,097.00	Equipment Maintenance; Sprinkler Testing
13	9/1/2006	to 9/30/2015	RR Bowker	\$495,807.00	Online Content Database License
14	5/21/2007	to 12/31/2015	CRS	\$78,474.00	Software License and Maintenance
15	1/1/2007	to 12/31/2015	Info USA (Ref USA)	\$523,168.00	Online Content Database License
16	6/1/2007	to 4/30/2016	Mergent Inc.	\$242,625.00	Online Content Database License
17	2/1/2012	to 6/30/2016	Facilligence	\$20,920.00	Software Maintenance
18	1/1/2013	to 12/31/2016	Innovative Interfaces	\$1,329,595.00	Software License & Maintenance
19	7/1/2010	to 6/30/2013	LexisNexis	\$191,755.00	Online Content Database License
20	12/1/2007	to 11/30/2013	Tractel-Swingstage Inc	\$61,289.96	Window Washing System Maintenance
21	10/3/2008	to 6/30/2014	The Gale Group	\$406,116.25	Online Content Database License
22	7/1/2009	to 12/31/2014	The Active Network	\$151,750.00	Software License and Maintenance
23	1/1/2013	to 12/31/2015	Baker & Taylor	\$3,845,000.00	Online Content Database License
24	7/1/2007	to 6/30/2016	OCLC Online Computer Library	\$2,275,009.00	Online Content Database License

---

**From:** Kelly Jr, Harlan [HKelly@swater.org]  
**Sent:** Wednesday, July 10, 2013 4:34 PM  
**To:** Calvillo, Angela  
**Cc:** Nevin, Peggy; Fine, Ivy; Ellis, Juliet  
**Subject:** Mandatory Reporting of Sole Source Contracts, from SFPUC  
**Attachments:** DataFromSFPUC.pdf

Dear Ms. Calvillo, please excuse the delay in our complying with Sunshine Ordinance § 67.24(e), which as you know requires that at the end of each fiscal year City departments shall provide the Board of Supervisors with a list of all sole source contracts entered into during the past fiscal year. In response to this reporting requirement, please find attached the sole source contracts that the San Francisco Public Utilities Commission (SFPUC) executed during FY 2012-2013.

The enclosed spreadsheet includes all professional service and construction contracts and details the relevant information for each contract and/or amendment, including: term, vendor, amount, and sole source justification.

If you have questions or need additional information, please do not hesitate to contact me at 415-554-0740, or [HKelly@swater.org](mailto:HKelly@swater.org). Thank you,

Sincerely,

Harlan

Harlan L. Kelly, Jr.  
General Manager  
San Francisco Public Utilities Commission

**San Francisco Water, Power, and Sewer** | Services of the San Francisco Public Utilities Commission



San Francisco  
**Water Power Sewer**  
Services of the San Francisco Public Utilities Commission

SFPUC Sole Source Contracts - FY 12/13

Professional Services					
Contract#	Title	Term	Vendor	Amount	Reason
	Yardi Voyager Software License	9/1/12 - 8/31/15	Yardi Systems, Inc.	\$ 128,550	Proprietary software. Yardi's Voyager software is the most widely used of all lease administration software and offers users the greatest flexibility and has the most user-friendly interface of any lease administration application.
CS-262	Regional Groundwater Storage & Recovery EIR Preparation	3/22/13 - 9/1/15	GHD, Inc.	\$ 500,000	GHD is needed to provide ongoing environmental review services to complete its ongoing work on the Environmental Impact Report (EIR) for the Water System Improvement Program (WSIP) Regional Groundwater Storage and Recovery (GSR) Project. Changing consultants would at this phase of the project would result in clearly negative consequences for the Project schedule and budget, adding at least 18 months to the schedule and costing at least an additional \$300,000.
CS-271	Ocean Beach Master Plan Phase II with San Francisco Planning and Urban Research	2/22/13 - 8/15/14	San Francisco Planning and Urban Research (SPUR)	\$ 750,000	SPUR is needed to provide ongoing development and implementation of a coastal management approach to Ocean Beach. This agreement will ensure the continued development and implementation of a coastal management approach to Ocean Beach that would protect critical wastewater infrastructure and promote environmental stewardship.
CS-256	ICM Simulation Software License and Maintenance	10/12/12 - 9/1/17	Innovyze, Inc.	\$ 560,535	Proprietary software. The SFPUC and other City departments already use a previous version of the InfoWorks software for sewer system modeling. If another software package were introduced, it would require a significant amount of time and effort to prepare/retrofit the current InfoWorks model for use in another package.
CS-201	System Development & Maintenance of MDMS	6/14/12 - 6/30/16	Mountford Group, Inc.	\$ 2,700,000	Proprietary software. The Mountford Group utilizes proprietary equipment and processes for the MDMS program which justifies this project's sole source status.
CS-239.A	Moving Services Coordinator	8/20/12 - 12/31/12	Johns/Rife Group Inc.	\$ 145,015	Following a competitive selection process, the Johns/Rife Group was selected to provide SFPUC with moving services. In order for JRG to complete the move SFPUC needed to execute a sole source contract because it was not be feasible and/or practical to solicit another vendor to provide the additional moving coordinator services needed.

Construction Services					
Contract#	Title	Term	Vendor	Amount	Reason

---

**From:** Vasquez, Cynthia  
**Sent:** Thursday, July 11, 2013 11:32 AM  
**To:** Nevin, Peggy; Calvillo, Angela  
**Cc:** Murase, Emily  
**Subject:** RE: Sole Source Contracts and Annual Reports DUE NOW - Response Required  
**Attachments:** dosw\_sole\_source\_contracts\_annual\_report\_1213.docx

**Importance:** High

Peggy and Angela,

Attached you will find the Department's declaration. I apologize for the delay.

## Cynthia Vasquez

Executive Coordinator  
Department on the Status of Women  
25 Van Ness Avenue, Suite 240  
San Francisco, Ca 94102  
t (415) 252-3206  
f(415) 252-2575  
e: [cynthia.vasquez@sfgov.org](mailto:cynthia.vasquez@sfgov.org)





City and County of San Francisco  
**DEPARTMENT ON THE STATUS OF WOMEN**



Emily M. Murase, PhD  
Executive Director

Edwin M. Lee  
Mayor

## MEMORANDUM

**DATE:** July 11, 2013  
**TO:** Clerk of the Board  
**THROUGH:** Emily Murase, Executive Director  
**FROM:** Cynthia Vasquez, Executive Coordinator  
**RE:** **Sole Source Contracts and Annual Report for FY12-13**

---

### **Sole Source Contracts**

The Department on the Status of Women did not enter into any sole source contracts during FY12-13, and no previous sole source contracts extended into this financial period. All contract entered into by the Department during FY12-13 were the result of a competitive bidding process.

### **Annual Report**

The FY12-13 Annual Report for the Department has been forwarded to the San Francisco Public Library and posted on the Department's website at [http://www.sfgov.org/site/dosw\\_index.asp?id=16978](http://www.sfgov.org/site/dosw_index.asp?id=16978).

---

**From:** Kato, Greg  
**Sent:** Friday, July 12, 2013 9:09 AM  
**To:** Nevin, Peggy  
**Subject:** Treasurer-Tax Collector Sole Source Contracts  
**Attachments:** Copy of Sole source for TTX\_2013.xlsx

Good morning-

Resending this document.

Thank you!

Greg M Kato  
Policy and Legislative Manager  
Office of the Treasurer & Tax Collector  
City & County of San Francisco  
City Hall - Room 140  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
Phone: [415/554-6888](tel:415/554-6888)  
Fax: [415/554-5507](tel:415/554-5507)  
Email: [Greg.Kato@sfgov.org](mailto:Greg.Kato@sfgov.org)  
Twitter: [@gregkato](https://twitter.com/gregkato)

Vendor	Term	Amount FY 2012/2013	Reason
Columbia Ultimate Business Systems	7/1/10 - 6/30/16	\$296,652.00	Software license and support for RPCS Collection system
Netvantage, Inc.	7/1/12 - 6/30/13	\$180,183.00	Software maintenance for ItemAge cashiering and remittance system
Opex	7/2/10 - 6/30/15	\$74,237.00	Hardware maintenance for Opex
Microfocus	12/26/12 - 12/25/13	\$11,110.00	Software Maintenance for Netexpress
Hewlett Packard	10/1/11 - 9/30/13	\$27,003.00	Hardware maintenance for HP/UX
UC4	12/31/12 - 12/29/13	\$15,200.00	Software maintenance for Appworx
Open Text Inc	12/14/12 - 12/13/13	\$7,090.00	Software maintenance for Alchemy
Pitney Bowes	7/1/13 - 6/30/14	\$15,692.00	Mailing list maintenance for Property Tax and BTS
Sungard Avantgard LLC	12/31/09 - 12/30/19	\$26,555.00	Treasury Workstation System Maintenance and Professional services
Wausau		\$55,365.00	Maintenance Services - Equipment
Technology Unlimited	7/1/12 - 6/30/13	\$27,698.00	Maintenance Services - Equipment

---

**From:** Murray, Elizabeth  
**Sent:** Monday, July 15, 2013 10:58 AM  
**To:** Board of Supervisors  
**Subject:** War Memorial - Sole Source Contracts for FY 2012-13  
**Attachments:** WAR FY13 Sole Source Contracts.pdf

Attached is the War Memorial departments notice of Sole Source Contracts for Fiscal Year 2012-13.

**Elizabeth Murray, Managing Director**  
San Francisco War Memorial and Performing Arts Center  
401 Van Ness Avenue, Suite 110  
San Francisco, CA 94102 .  
(415) 554-6306  
[Elizabeth.murray@sfgov.org](mailto:Elizabeth.murray@sfgov.org)

# San Francisco War Memorial and Performing Arts Center

Owned and Operated by the  
City and County of San Francisco

War Memorial Veterans Building  
Herbst Theatre / Green Room  
War Memorial Opera House  
Louise M. Davies Symphony Hall  
Harold L. Zellerbach Rehearsal Hall

401 Van Ness Avenue, Suite 110  
San Francisco, California 94102  
Telephone (415) 621-6600  
FAX (415) 621-5091  
<http://www.sfwmpac.org/>

## MEMORANDUM

July 15, 2013

TO: Clerk of the Board  
Board of Supervisors

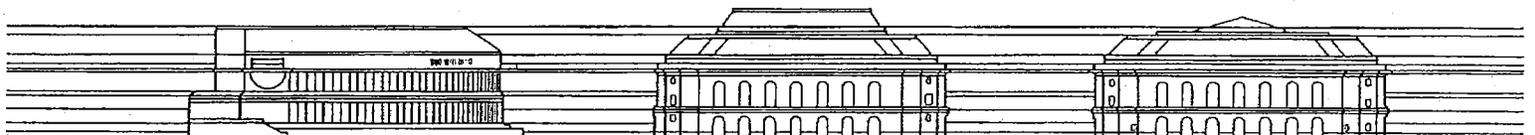
FROM: Elizabeth Murray, Managing Director  
War Memorial and Performing Arts Center 

SUBJECT: **Sole Source Contracts for Fiscal Year 2012-2013**

In accordance with the Sunshine Ordinance requirement that each City department provide the Board of Supervisors with a list of all sole source contracts entered into during the past fiscal year, listed below are sole source contracts entered into by the War Memorial department during FY 2012-2013.

TERM	VENDOR	AMOUNT	REASON
7/1/12-6/30/13	Jacobson Consulting Application	\$8,935.00	The only authorized provider of support, training, customization & software maintenance for Artifax Software
7/1/12-6/30/13	Mistras Group, Inc.	\$1,887.00	Boiler ultrasound test as part of the Seismic upgrade project at the War Memorial Veterans Building.
7/1/12-6/30/13	Heida Q.S. Shoemaker	\$6,000.00	Art conservation treatment of World War 1 posters at the War Memorial.

If you have any questions, please contact me at 554-6306.



Document is available  
at the Clerk's Office  
Room 244, City Hall

✓ BDS-11  
page



# THE OFFICE OF CITIZEN COMPLAINTS

## QUARTERLY REPORTS

### First Quarter 2013

#### Included In This Document

Comprehensive Statistical Report  
Comparative Overview of Caseload  
How Complaints Were Received  
Complaints and Allegations by Unit  
Findings In Allegations Closed  
Sustained Allegations/Chief's Adjudications  
Days to Close – All Cases Closed  
Days to Close – Sustained Cases  
Investigative Hearings and Mediations  
Status of OCC Cases – Year 2012  
Status of OCC Cases – Year 2013  
Caseloads by Investigator  
Case Closures by Investigator  
Weighted Closures by Investigator  
Presented by: Joyce M. Hicks, Executive Director  
Compiled by: Chris Wisniewski and Linda Taylor

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2013 APR 12 11:09 AM



JOHN ARNTZ

Director

Orig Leg Dep.  
BOS-11, COB Leg clerk  
page

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2013 JUL 12 AM 8:25

AK

**HAND DELIVERED**

July 12, 2013

**ANGELA CALVILLO, CLERK OF THE BOARD**

Board of Supervisors  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102

Re: CERTIFICATION OF THE "8 WASHINGTON STREET SPECIAL USE DISTRICT"  
INITIATIVE PETITION

Enclosed is a copy of the letter sent to the proponent of the above named petition, certifying that the petition did contain sufficient valid signatures to qualify for the next general municipal or statewide election occurring at any time after 90 days from the date of the certificate in the City and County of San Francisco.

If you should have any questions or need additional information, please contact Erlisa Chung, Supervisor, Voter Services Division, at (415) 554-4374.

Sincerely,

John Arntz  
Director of Elections

By: \_\_\_\_\_

Erlisa Chung  
Voter Services Supervisor

Encl.: Copy of Certified letter to Proponent

Cc: Honorable Edwin Lee, Mayor  
John Arntz, Director of Elections  
Dennis Herrera, City Attorney

(19)

DEPARTMENT OF ELECTIONS  
City and County of San Francisco  
www.sfelections.org



JOHN ARNTZ  
Director

CERTIFIED MAIL: 7001 1940 0001 0678 3597

July 12, 2013

Derek Jansen  
425 Market Street 26<sup>th</sup> Floor  
San Francisco, CA 94105

Re: CERTIFICATION FOR THE "8 WASHINGTON STREET SPECIAL USE DISTRICT"  
*INITIATIVE PETITION*

Dear Mr. Derek Jansen,

As provided in *California Elections Code, Chapter 2, Article 1, Section 9115 (a)*, a random sample of 796 signatures (of the total 26,539 submitted) for the *8 Washington Street Special Use District Initiative Petition* established that the number of valid signatures of registered San Francisco voters was sufficient for the initiative to qualify for the next regularly scheduled election.

Based on this statistical sampling, the total number of valid signatures submitted on this petition was determined to be greater than the 9,702 signatures required for the initiative to be included in the next general municipal or statewide election occurring at any time after 90 days from the date of the certificate.

I hereby certify that the *8 Washington Street Special Use District Initiative Petition* qualify for the next general municipal or statewide election occurring at any time after 90 days from the date of the certificate in the City and County of San Francisco.

If you should have any questions, please contact me at (415) 554-4374.

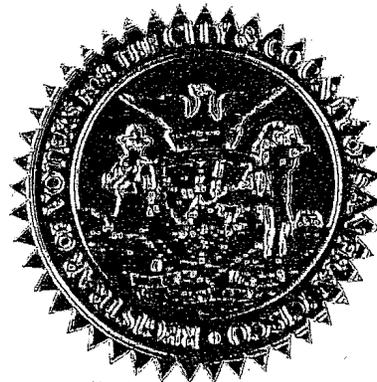
Sincerely,

John Arntz  
Director of Elections

By: \_\_\_\_\_

Erlisa Chung  
Voter Services Supervisor

cc: Honorable Edwin Lee; Mayor  
John Arntz, Director of Elections  
Angela Calvillo, Clerk of the Board  
Dennis Herrera, City Attorney





# CITY AND COUNTY OF SAN FRANCISCO HUMAN RIGHTS COMMISSION

## S.F. ADMINISTRATIVE CODE CHAPTERS 12B and 14B WAIVER REQUEST FORM (HRC Form 201)

FOR HRC USE ONLY
Request Number: _____

### Section 1. Department Information

Department Head Signature: *Ruth Bing Dittl*  
 Name of Department: Animal Care & Control  
 Department Address: 1200 15<sup>th</sup> Street, San Francisco, CA 94103  
 Contact Person: Dr. Ruth Bing Dittl  
 Phone Number: 554-9417 Fax Number: 864-2863

### Section 2. Contractor Information

Contractor Name: ANIMAL HEALTH INTERNATIONAL INC S  
 Customer Service Contact Person: \_\_\_\_\_  
 Contractor Address: ;P O BOX 1240 Greeley CO, 80632-1240  
 Vendor Number (if known): 88297 Contact Phone No.:800-203-5620

### Section 3. Transaction Information

Date Waiver Request Submitted: 7/15/2013 Type of Contract: Dept. Purchase Order  
 Contract Start Date: 07/01/2013 End Date: 07/30/2014 Dollar Amount of Contract: \$50 k

### Section 4. Administrative Code Chapter to be Waived (please check all that apply)

- Chapter 12B
- Chapter 14B Note: Employment and LBE subcontracting requirements may still be in force even when a 14B waiver (type A or B) is granted.

### Section 5. Waiver Type (Letter of Justification *must* be attached, see Check List on back of page.)

- A. Sole Source
- B. Emergency (pursuant to Administrative Code §6.60 or 21.15)
- C. Public Entity
- D. No Potential Contractors Comply – Copy of waiver request sent to Board of Supervisors on: 7/15/2013
- E. Government Bulk Purchasing Arrangement – Copy of waiver request sent to Board of Supervisors on: \_\_\_\_\_
- F. Sham/Shell Entity – Copy of waiver request sent to Board of Supervisors on: \_\_\_\_\_
- G. Local Business Enterprise (LBE) (for contracts in excess of \$5 million; see Admin. Code §14B.7.1.3)
- H. Subcontracting Goals

RECEIVED  
 BOARD OF SUPERVISORS  
 SAN FRANCISCO  
 2013 JUL 15 AM 11:09  
 ✓

HRC ACTION	
12B Waiver Granted: _____	14B Waiver Granted: _____
12B Waiver Denied: _____	14B Waiver Denied: _____
Reason for Action: _____	
HRC Staff: _____	Date: _____
HRC Staff: _____	Date: _____
HRC Director: _____	Date: _____

**DEPARTMENT ACTION** – This section must be completed and returned to HRC for waiver types D, E & F.



**SAN FRANCISCO  
DEPARTMENT OF  
ANIMAL CARE AND  
CONTROL**

**Rebecca Katz  
Director**

**Kathleen Brown  
Deputy Director**

**Judy Choy  
Shelter Office  
Supervisor**

**Deb Campbell  
Community Affairs  
Coordinator**

**R. Bing Dilts, D.V.M.  
Shelter Veterinarian**

**Vicky Guldbach  
Operations Manager**

**Eric Zuercher  
Animal Care  
Supervisor**

1200 15th Street  
(at Harrison Street)  
San Francisco  
CA 94103

(415) 554-6364  
Fax (415) 557-9950  
TDD (415) 554-9704

[www.animalshelter.sfgov.org](http://www.animalshelter.sfgov.org)

6/12/13

Ms. Theresa Sparks  
Human Rights Commission  
25 Van Ness Av. Suite 800  
San Francisco, CA. 94102-6033

Re: Waiver Request for Animal Health International

Dear Ms. Sparks,

I would like to request a waiver for Animal Health International (formerly T.W. Medical). This company is our main source of general veterinary pharmaceuticals and supplies; this distributor provides us with most of our pharmaceuticals and surgical supplies. They are the sole source for purchasing our cleaning chemical, Accel. Please grant a waiver for Animal Health International on the grounds that they are proprietary.

Without a waiver, we would have to ask for a waiver for several other companies (most of whom are not vendors of the City) to purchase our medical supplies.

It is vital that the city's stray and surrendered animals receive medical care and to do this, we require the appropriate veterinary supplies. Please grant a waiver for Animal Health International in order to care for the City's stray, abandoned and surrendered animals.

Sincerely,

R. Bing Dilts D.V.M.



# CITY AND COUNTY OF SAN FRANCISCO HUMAN RIGHTS COMMISSION

## S.F. ADMINISTRATIVE CODE CHAPTERS 12B and 14B WAIVER REQUEST FORM (HRC Form 201)

FOR HRC USE ONLY	
Request Number:	

### Section 1. Department Information

Department Head Signature: [Signature]  
 Name of Department: Animal Care & Control  
 Department Address: 1200 15<sup>th</sup> Street, San Francisco, CA 94103  
 Contact Person: Dr. Bing Dilts  
 Phone Number: 554-6917 Fax Number: 864-2863

### Section 2. Contractor Information

Contractor Name: M W I Veterinary Supply Co.. Contact Person: Customer Service  
 Contractor Address: P.O. Box 910 Meridian ID, 83680-0910  
 Vendor Number (if known): 56641 Contact Phone No.: 800-824-3703

### Section 3. Transaction Information

Date Waiver Request Submitted: 7/15/2013 Type of Contract: Dept. Purchase Order  
 Contract Start Date: 07/01/2013 End Date: 06/30/2014 Dollar Amount of Contract: \$25 K

RECEIVED  
 BOARD OF SUPERVISORS  
 SAN FRANCISCO  
 2013 JUL 15 AM 11:09  
 P

### Section 4. Administrative Code Chapter to be Waived (please check all that apply)

- Chapter 12B
- Chapter 14B *Note: Employment and LBE subcontracting requirements may still be in force even when a 14B waiver (type A or B) is granted.*

### Section 5. Waiver Type (Letter of Justification *must* be attached, see Check List on back of page.)

- A. Sole Source
- B. Emergency (pursuant to Administrative Code §6.60 or 21.15)
- C. Public Entity
- D. No Potential Contractors Comply – Copy of waiver request sent to Board of Supervisors on: 7/15/2013
- E. Government Bulk Purchasing Arrangement – Copy of waiver request sent to Board of Supervisors on:
- F. Sham/Shell Entity – Copy of waiver request sent to Board of Supervisors on:
- G. Local Business Enterprise (LBE) (for contracts in excess of \$5 million; see Admin. Code §14B.7.1.3)
- H. Subcontracting Goals

HRC ACTION	
12B Waiver Granted: _____	14B Waiver Granted: _____
12B Waiver Denied: _____	14B Waiver Denied: _____
Reason for Action: _____	
HRC Staff: _____	Date: _____
HRC Staff: _____	Date: _____
HRC Director: _____	Date: _____
<b>DEPARTMENT ACTION – This section must be completed and returned to HRC for waiver types D, E &amp; F.</b>	
Date Waiver Granted: _____	Contract Dollar Amount: _____

21



**SAN FRANCISCO  
DEPARTMENT OF  
ANIMAL CARE AND  
CONTROL**

**Rebecca Katz  
Director**

**Kathleen Brown  
Deputy Director**

**Judy Choy  
Shelter Office  
Supervisor**

**Deb Campbell  
Community Affairs  
Coordinator**

**R. Bing Dilts, D.V.M.  
Shelter Veterinarian**

**Vicky Guildbech  
Operations Manager**

**Eric Zuercher  
Animal Care  
Supervisor**

1200 15th Street  
(at Harrison Street)  
San Francisco  
CA 94103

(415) 554-8364  
Fax (415) 657-9950  
TDD (415) 554-9704

[www.animalshelter.sfgov.org](http://www.animalshelter.sfgov.org)

6/12/13

Ms. Theresa Sparks  
Human Rights Commission  
25 Van Ness Av. Suite 800  
San Francisco, CA. 94102-6033

Re: Waiver Request for M.W.I. Veterinary Supply

Dear Ms. Sparks,

I would like to request a waiver for M.W.I. Veterinary Supply Company. There are certain products that we can't get from Animal Health International (such as fentanyl patches, morphine, Idexx tests etc...) and other products that are significantly less expensive than Animal Health International.

It is vital that the city's stray and surrendered animals receive medical care and to do this, I must have supplies. I will continue to try to find other suppliers who will comply with the City's HRC ordinance but in the interim, I need supplies in order to treat the City's animals. Please grant a waiver for M.W.I. veterinary Supply.

Sincerely,

---

R. Bing Dilts D.V.M.

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors; Young, Victor  
**Subject:** File 130653,130654: Kaiser Health Plan

-----Original Message-----

From: Nancy Rossman [mailto:nancyrossman@SBCGLOBAL.NET]  
Sent: Thursday, July 11, 2013 12:14 PM  
To: Board of Supervisors  
Subject: Kaiser Health Plan

I have been a Kaiser Member (as a City Employee since the early 70's) with a break for getting my MSW. Kaiser is not perfect but the plan has worked well for me. Now I am retired and Kaiser offers a health maintenance plan that's hard to beat. They have saved me from colon cancer, skin cancer and I have established specialists there that are pro-active. No papers to fill out, able to track my own lab work historically. I trust Kaiser with my health and hope to continue in the years I have left. Please continue Kaiser as an optional health plan for SF City and County employees and retirees.

Thank you for your attention to my concerns, Nancy Rossman, District 9

---

**From:** Board of Supervisors  
**To:** BOS-Supervisors; Young, Victor  
**Subject:** File ~~130401~~ health plans

Files # 130653 + 130654

---

**From:** Madeline Ritchie [mailto:mritchie03@gmail.com]  
**Sent:** Friday, July 12, 2013 11:58 AM  
**To:** Board of Supervisors  
**Subject:** health plans

Clerk of Board of Supervisors:

I would like to request that you send my message to all Supervisors.

The recent article in the Chronicle indicated that two Supervisors were questioning the continuation of Kaiser Health plan for employees both active and retired.  
PLEASE do not let this happen.

Notably, retired persons have chronic and for some, life threatening illnesses. For them to seek a new Health Plan and new Doctors is unfair.

There are no justifiable reasons to stop Kaiser has a health plan. Two Supervisors felt that Kaiser did not explain fully the reason for their proposed increase in rates.

Please keep in mind that other health plans have increased rates and we have kept them on board.  
Kaiser has been a leader in providing quality health care.

If this is not resolved by July 31, 2013 then we may lose Kaiser as a Health Plan for SF City workers.

Please find another process where there will be adequate time for all to know the issues and for more input.

Thank you for your considerations.  
Madeline Ritchie, CCSF, Retiree

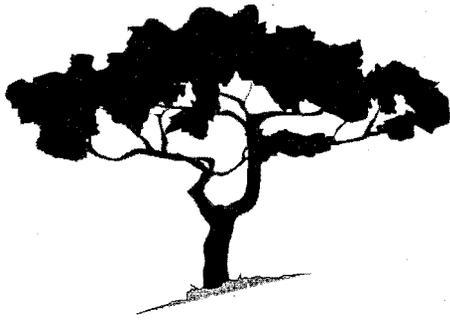
---

**From:** BVNA [BVNA@ix.netcom.com]  
**Sent:** Thursday, July 11, 2013 1:52 PM  
**To:** Campos, David; Mar, Eric (BOS); Yee, Norman (BOS) , BOS-11 ✓  
**Cc:** Board of Supervisors; Evans, Derek; Lauterborn, Peter; Loftus, John; Corrales, Greg; Morgan@SFSafe.org  
**Subject:** BVNA SUPPORT for Bike Registration - Hearing 7/18/2013  
**Attachments:** BvnaLtrBoSSAFEBikeRegistration071113.doc

Members of the S,F. Board of Supervisors, Neighborhood Services & Public Safety Committee (Supervisors Campos, Mar, Yee)  
cc: Full Board of Supervisors, via Clerk of the Board; Clerk of the NS&PS Committee; Peter Lauterborn (Office of Sup. Mar); SFPD Dep.  
Chief Loftus, Capt. Greg Corrales; Morgan St. Clair, SF SAFE

Please consider the attached Letter of SUPPORT from BVNA for the SF SAFE Bike Registration & Education Proposal to be heard by your Committee on July 18, 2013.  
Thank you

Richard Magary  
Steering Committee Chair  
Buena Vista Neighborhood Association (BVNA)  
555 Buena Vista West #601; San Francisco CA 94117-4143  
415/431-2359  
[BVNA@ix.netcom.com](mailto:BVNA@ix.netcom.com)  
7/11/2013 13:50pdt



## **BUENA VISTA NEIGHBORHOOD ASSOCIATION**

555 Buena Vista West #601  
San Francisco CA 94117-4143

Phone/Voicemail 415/431-2359

Email [Info@BVNASF.com](mailto:Info@BVNASF.com)

[www.BVNASF.com](http://www.BVNASF.com)

BVNA is a *San Francisco Parks Alliance* Park Partner

July 11, 2013

San Francisco Board of Supervisors  
Neighborhood Services and Public Safety Committee  
Supervisors Campos, Mar, Yee  
City Hall – 1 Dr. Carleton B. Goodlett Place, Room 244  
San Francisco CA 94102-4689

Re: Hearing Scheduled for July 18, 2013  
Bicycle Registration and Education Program, Proposal by SF SAFE

Honorable Supervisors,

The Buena Vista Neighborhood Association (BVNA) strongly SUPPORTS a proposal by San Francisco SAFE, which your Committee is scheduled to hear at its July 18 Meeting. The proposal is for a Citywide Bicycle Registration and Education Program. BVNA urges your Committee to approve and promptly pass the proposal to the full Board of Supervisors for its approval, followed by prompt implementation.

San Francisco can be proud of its national third ranking for bicycle ridership, and of continued steady increases in commute and recreational bike ownership and ridership. Unfortunately, bike theft also has increased to unacceptable levels and needs to be addressed from multiple angles. Current resources stymie efforts to reunite owners with recovered bikes, as well as other potential benefits addressed by the proposal. The proposed registration and education program provides tools to greatly reduce many negative impacts of increased biking in San Francisco, in a smart and leveraged manner that minimizes the need for and investment in currently-scarce City resources.

BVNA is aware of the need for the proposed program, given our active participation in SFPD's Park District and Citywide Community Police Advisory Board (CPAB) groups. We urge your support for SF SAFE's proposal. Please let us know if you have questions regarding our position; thank you for considering it.

Respectfully,

*/s/ Richard Magary*

Richard Magary, BVNA Steering Committee Chair

email cc: Full Board of Supervisors via Office of the Clerk  
SFPD Deputy Chief John Loftus, Park Station Captain Gregory Corrales  
Peter Lauterborn, Office of Supervisor Mar  
Morgan St. Clair, SF SAFE

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2013 JUL 12 AM 7:51

BDS-11  
cpage

租賃收入認證 2011

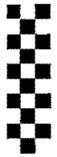
我們拒絕做了租戶的收入為SFCLT認證

侵犯私隱SFCLT The below report is an invasion of privacy of homeowners by San Francisco Community Land Trust, detailing our incomes and carrying charges at 53 Columbus! Please tell Elizabeth Leone, program manager of the SF Community Land Trust and Counselor/Trainer at the SF Tenants Union to treat us as homeowners. We own our homes, we are not renters, we do not have to surrender this information to the Land Trust, year after year. I am very disappointed Elizabeth Leone from the Tenants Union is fighting low to moderate income homeowners now, demanding us to complete tenant income certifications. We ask the supervisor to report to BOS this action, especially in light of the fact these organizations are fighting TIC owners under legislation originally proposed by Scott Wiener and Mark Farrell. Why does everybody have to be a renter in San Francisco, now the Land Trust and Elizabeth Leone is even trying to take away what little ownership rights we have at 53 Columbus! The Tenants Union says Wiener and Cohen are harassing tenants, but the Tenants Union and Land Trust are harassing low income homeowners! Tell them to listen to real people, not to be blinded by their own ideologies, not to be arrogant in assuming they know what is best for us. We resent their paternalism.. We want our freedom from the Land Trust. We want to own our homes like St. Francis Square, not be treated like SF Housing Authority Tenants by SFCLT and MOH. St. Francis Square is a success story, which lifted low to mod income people out of poverty forever, while the preservation policies of MOH and Land Trust leave generation after generation of low to moderate income residents in run down, dilapidated coops without any real ownership or control or equity gain. Sounds like the SFHA all over again.

我們擁有我們的家園

Unit No.	Name 姓	# of Occupants	Carrying Charge 租金	Income 薪俸	100% HUD AMI	% HUD AMI	100% SFMI	% SFMI
101/102	Ho, Kaiming	9	\$1,480.00	\$92,389	\$158,348	58%	\$109,250	85%
103	Kwan, Yu Chiu	3	\$397.00	\$27,540	\$101,800	27%	\$77,850	35%
104	Lim, Yuet Lan	1	\$371.00	\$10,508	\$79,200	13%	\$60,550	17%
105	Bonato, Jonathan	1	\$460.00	\$25,266	\$79,200	32%	\$67,750	37%
106	Wen, Zen	3	\$790.00	\$26,340	\$101,800	26%	\$87,100	30%
107	Li, Gu Wei	4	\$530.00	\$40,000	\$113,100	35%	\$86,500	46%
108	Ji, Hao Wen	3	\$790.00	\$26,393	\$101,800	26%	\$87,100	30%
109	He, Xiao Hu/Deng, Xian Ming	5	\$825.00	\$36,564	\$122,100	30%	\$93,400	39%
110	Zhao, Cheng Song	4	\$583.00	\$32,000	\$113,100	28%	\$86,500	37%
111	Pon, Elaine	2	\$710.00	\$27,855	\$90,500	31%	\$77,450	36%
201	Wen, Miao Yan	6	\$636.00	\$37,918	\$131,200	29%	\$100,350	38%
202	Zyma	2	\$710.00	\$21,948	\$90,500	24%	\$77,450	28%
203	Chow, Gee	1	\$392.00	\$11,816	\$79,200	16%	\$60,550	21%
204	Lee, Gong Kong	1	\$371.00	\$11,643	\$79,200	15%	\$60,550	19%
205	Chu/Li	2	\$710.00	\$19,128	\$90,500	21%	\$77,450	25%
206	Zhen, Zhen An	3	\$790.00	\$14,000	\$101,800	14%	\$77,850	18%
207	Poon, Chung Yau	2	Mgr	\$29,874	\$90,500	33%	\$69,200	43%
208	Ching, Randall	2	\$392.00	\$26,500	\$90,500	29%	\$69,200	38%
209	Ji, Jian Guang	2	\$530.00	\$14,000	\$90,500	15%	\$69,200	20%
210	Yee	3	\$742.00	\$55,711	\$100,800	55%	\$87,100	64%
211	Luo, Li Man	1	\$503.00	\$8,905	\$79,200	11%	\$60,550	15%

24



BOS-11  
page

### Columbus United Cooperative

Dear Angela Calvillo

In response to the threatening and intimidating letter using scare tactics being used by the San Francisco Community Land Trust to demand Tenant Income Certifications from the home owners at 53 Columbus, - it is the height of hypocrisy for the Land Trust to threaten foreclosure and huge rent increases upon 60 low income Chinatown owners, especially when the Land Trust claims to fight against foreclosure and displacement. Threatening residents with monthly carrying charge increases up to \$2686 for one bedroom, and \$3,014 for two bedroom units which are not even the size of studio apartments is outrageous and offensive! If Elizabeth Leone, James Tracy and Joan McNamara want to go down in infamy for foreclosing upon and evicting 60 low income Chinatown homeowners, let them go ahead and try it! We will have another I Hotel attempt on this block, except this time it will be ideologically blinded Land Trust and Tenant's Union staff and bureaucrats committing the crime against seniors and low income families.

This is supposed to be resident owned and controlled housing, not Tracy Parent and Elizabeth Leone controlled housing! I find it a telling betrayal that someone like Elizabeth Leone from the Tenant's Union would turn around and harass and threaten low income homeowners with foreclosure and huge rent increases - all the while she is fighting and accusing Supervisors Scott Wiener, Malia Cohen, Mark Farrell of harassing and displacing tenants in the debate over Plan C.

The 53 Columbus homeowners feel betrayed and lied to by the San Francisco Community Land Trust. They feel like they are stepping back into Mao's China with coercive threats of foreclosure, extremely high market rents, displacement. This is supposed to be homeownership, instead the owners are being bullied by the Land Trust and Mayor's Office of Housing. We need a Plan C for Coops to free ourselves from dehumanizing, poverty pimping policies and conflicting and illegal coercive threats and actions which violate the Davis Stirling Act and homeowner rights.

Columbus United Cooperative  
53 Columbus, No. 100

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO  
2013 JUL 15 AM 9:08  
BY *[Signature]*

BOS-11  
cpage

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2013 JUL 12 PM 2:30

**Title 14 Department of Fish and Wildlife  
Published July 12, 2013**

**NOTICE OF PROPOSED RULEMAKING**

BY AK

In response to recent legislation, the California Department of Fish and Wildlife (Department) proposes to adopt the regulations described below after considering all comments, objections, and recommendations regarding the proposed action.

**PUBLIC HEARING**

The Department will hold a public hearing meeting on September 19, 2013, at 1416 9<sup>th</sup> Street, Sacramento, California, at 1:30 PM in the first floor auditorium. The auditorium is wheelchair accessible. At the public hearing, any person may present statements or arguments orally or in writing relevant to the proposed action described in the Informative Digest. The Department requests, but does not require, that persons making oral comments at the hearing also submit a written copy of their testimony at the hearing.

**WRITTEN COMMENT PERIOD**

Any interested person, or his or her authorized representative, may submit written comments relevant to the proposed regulatory action to the Department. All written comments must be received by the Department at the office below no later than 5:00 PM on September 19, 2013. All written comments must include the true name and mailing address of the commenter.

Written comments may be submitted by mail, facsimile or email as follows:

California Department of Fish and Wildlife  
Wildlife Branch  
Mountain Lion Possession  
1812 Ninth Street  
Sacramento, CA 95814  
Fax: (916) 445-4048  
Email: [wildlifemgt@wildlife.ca.gov](mailto:wildlifemgt@wildlife.ca.gov)

**AUTHORITY AND REFERENCE**

Fish and Game Code Section 702 authorizes the Department to adopt these proposed regulations. The proposed regulations implement, interpret, and make specific Sections 702 and 4800 of the Fish and Game Code.

## **INFORMATIVE DIGEST/POLICY STATEMENT OVERVIEW**

Under current regulations (Section 251.4, Title 14, CCR), a mountain lion, or parts thereof, may only be possessed by a person with a permit from the Department of Fish and Wildlife (Department), and only for animals that were in a person's possession on or before June 6, 1990. The current regulations require a \$5.00 permit fee and tagging by the Department.

Senate Bill 769 (Fuller, Chapter 388, Statutes of 2011, Fish and Game Code section 4800) authorized an exemption to possess a mountain lion carcass or a part or product of a mountain lion carcass if it is prepared or being prepared for display, exhibition, or storage, for a bona fide scientific or educational purpose, at a nonprofit museum or government-owned facility generally open to the public or at an educational institution, if the mountain lion was taken in California consistent with the requirements of the California Wildlife Protection Act of 1990, and any other applicable law.

The purpose of this regulation proposal is to implement and make specific Fish and Game Code Section 4800 through a permitting modification related to possession of mountain lion carcasses or mountain lion parts or products for scientific and educational purposes; and to make consistent, and clarify, the overall permitting requirements for possession of mountain lion carcasses or mountain lion parts or products. The proposed regulation will authorize entities to possess mountain lion carcasses or parts or products thereof for scientific or educational purposes.

The proposed regulation requires that mountain lion carcasses or products or parts thereof be uniquely identified using a method approved in advance by the Department

The proposed regulation would establish a Mountain Lion Possession Permit to be issued in the form of a letter from the Department, provided the applicant submits the following information:

- (1) Name of the person requesting a permit. If an entity is requesting a permit, the request must be made on official letterhead.
- (2) Physical address where the mountain lion carcass or part or product thereof shall be located.
- (3) Description of the mountain lion carcass or mountain lion part or product subject to the permit.
- (4) Description of how the mountain lion carcass or mountain lion part or product will be uniquely identified by the applicant.
- (5) Description of how the mountain lion carcass or part or product shall be used and the anticipated length of time for use.

The permit will not be transferable. Any person not wishing to continue possessing a mountain lion, or parts or products thereof, shall transfer possession to the Department. The Department is proposing to repeal the \$5.00 permit fee and tagging requirement.

The Department anticipates benefits to the State's environment in that the display of mountain lion carcasses in museums and government-owned facilities open to the public will enable a better understanding by the public of mountain lions and their role in the ecosystem. The

Department anticipates benefits to the State's environment though information gleaned from scientific research of mountain lion carcasses or parts.

The Department is unaware of any inconsistencies or incompatibilities with state regulations. The Department has searched the California Code of Regulations and finds no other state agency with authority to promulgate mountain lion regulations.

**DISCLOSURES REGARDING THE PROPOSED ACTION**

**Mandates on local agencies or school districts:** NONE

**Costs or savings to any state agency:** NONE

**Cost to any local agency or school district which must be reimbursed in accordance with Government Code sections 17500 through 17630:** NONE

**Other nondiscretionary cost or savings imposed on local agencies:** NONE

**Costs or savings in federal funding to the state:** NONE

**Significant, statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states:**

The proposed action will not have a significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in other states. The proposed regulation change will allow a small number of educational institutions or non-profit entities to display or store mountain lion carcasses or parts or products thereof for bona fide scientific or educational purposes.

**Cost impacts on a representative private person or business:**

The agency is not aware of any cost impacts that a representative private person or business would necessarily incur in reasonable compliance with the proposed action

**Significant effect on housing costs:** NONE

**Small Business Determination:** The Department has determined that the proposed regulations do not affect small businesses. The Department did not identify any for-profit entities adversely affected by the proposed regulation.

**RESULTS OF THE ECONOMIC IMPACT ANALYSIS:**

The proposed action will not have a significant statewide adverse economic impact directly affecting business, including the ability of California businesses to compete with businesses in

other states. The proposed regulation change will allow a small number of educational institutions or non-profit entities to display or store mountain lion carcasses or parts or products thereof for bona fide scientific or educational purposes. Since the effected parties are small and/or non-profit businesses the regulatory action is anticipated to generate only minor direct, indirect and induced economic impacts. The environmental education services provided are specific to California eco-systems, and thus not in competition with other states.

The Department anticipates benefits to the State's environment in that the display of mountain lion carcasses in museums and government-owned facilities open to the public will enable a better understanding by the public of mountain lions and their role in the ecosystem. The Department anticipates benefits to the State's environment though information gleaned from scientific research on mountain lion carcasses or parts.

The Department does not anticipate benefits to worker safety, the prevention of discrimination, the promotion of fairness and social equity, or to the increase in openness and transparency in business and government.

Because of the small number of permits likely to be issued to individuals, nonprofit museums, or educational institutions, the Department does not anticipate any impacts on the creation or elimination of jobs, the creation of new business, the elimination of existing businesses or the expansion of businesses in California.

## **CONSIDERATION OF ALTERNATIVES**

The Department must determine that no reasonable alternative it considered or that has otherwise been identified and brought to its attention would be more effective in carrying out the purpose for which the regulation is proposed, would be as effective and less burdensome to the affected private persons than the proposed regulation, or would be more cost-effective to affected private persons and equally effective in implementing the statutory policy or other provision of law.

The Department invites interested persons to present statements or arguments with respect to alternatives to the regulations at the scheduled hearing or during the written comment period.

## **CONTACT PERSONS**

Inquiries or comments concerning the proposed rulemaking action may be addressed to:

**Name** Eric Loft  
**Address** 1812 Ninth Street  
Sacramento, CA 95814  
**Tel. No.:** (916) 445-3555  
**Fax No.:** (916) 445-4048  
**Email:** [wildlifemgt@wildlife.ca.gov](mailto:wildlifemgt@wildlife.ca.gov)

The back- up contact person is:

**Name:** Marc Kenyon  
**Address:** 1812 Ninth Street  
Sacramento, CA 95814  
**Tel. No.:** (916) 445-3515  
**Fax No:** (916) 445-4048  
**Email:** [wildlifemgt@wildlife.ca.gov](mailto:wildlifemgt@wildlife.ca.gov)

**Website Access:** Material regarding this proposal can be found at:  
[www.dfg.ca.gov/news/pubnotice/regulations.html](http://www.dfg.ca.gov/news/pubnotice/regulations.html).

Please direct requests for copies of the proposed text (the "express terms") of the regulations, the initial statement of reasons, the modified text of the regulations, if any, or other information upon which the rulemaking is based to the above address.

#### **AVAILABILITY OF THE STATEMENT OF REASONS, TEXT OF PROPOSED REGULATIONS, AND RULEMAKING FILE**

The Department will have the entire rulemaking file available for inspection and copying throughout the rulemaking process at its office at 1812 Ninth Street, Sacramento, CA 95811. As of the date this notice is published, the rulemaking file consists of this notice, the proposed text of the regulations, and the initial statement of reasons. Copies may be obtained by contacting Dr. Eric Loft.

#### **AVAILABILITY OF CHANGED OR MODIFIED TEXT**

After holding the hearing and considering all timely and relevant comments received, the Department may adopt the proposed regulations substantially as described in this notice. If the Department makes modifications which are sufficiently related to the originally proposed text, it will make the modified text (with the changes clearly indicated) available to the public for at least 15 days before the Department adopts the regulations as revised. Please send requests for copies of any modified regulations to the attention of Dr. Eric Loft at the address above. The Department will accept written comments on the modified regulations for 15 days after the date on which they are made available.

#### **AVAILABILITY OF THE FINAL STATEMENT OF REASONS**

Upon its completion, copies of the Final Statement of Reasons may be obtained by contacting Dr. Eric Loft at the above address.

#### **AVAILABILITY OF DOCUMENTS ON THE INTERNET**

Copies of the Notice of Proposed Action, the Initial Statement of Reasons, and the text of the regulations in underline and strikeout can be accessed through our website at:  
[www.dfg.ca.gov/news/pubnotice/regulations.html](http://www.dfg.ca.gov/news/pubnotice/regulations.html).

---

**To:** Avalos, John; Breed, London; Campos, David; Cohen, Malia; Farrell, Mark; Mar, Eric (BOS);  
Tang, Katy; Yee, Norman (BOS)

**Subject:** File 130570 Parking Code - Zoning Map 706 Mission St.

**Attachments:** Land Use and Economic Development Committee Hearing Re 706 Mission - Email 1 of 2; RE:  
Land Use and Economic Development Committee Hearing Re 706 Mission - Email 2 of 5; RE:  
Land Use and Economic Development Committee Hearing Re 706 Mission - Email 2 of 5; RE:  
Land Use and Economic Development Committee Hearing Re 706 Mission - Email 4 of 5; RE:  
Land Use and Economic Development Committee Hearing Re 706 Mission - Email 5 of 5

July 12, 2013 (3 of 3)

Board President David Chiu and Members of the Board of Supervisors  
Board of Supervisors  
City of San Francisco  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102-4689

Re: July 15, 2013, Land Use and Economic Development Committee Hearing Re 706  
Mission Street - Residential Tower and Mexican Museum Project (Case No.  
2008-1084H) - **Successor Agency Power to Accept Project Changes**

Dear Board President David Chiu and Members of the Board of Supervisors:

This office represents the 765 Market Street Residential Owner's Association ("ROA"), Friends of Yerba Buena ("FYB"), Paul Sedway, Ron Wornick, Matthew Schoenberg, Joe Fang, and Margaret Collins, regarding the 706 Mission Street - Residential Tower and Mexican Museum Project ("the Project").

It has come to my attention that the Project Sponsor now contends that the Successor Agency to the Redevelopment Agency does not have legal authority to approve the real estate conveyances contemplated by the May 4, 2010 Amended and Restated Exclusive Negotiation Agreement (the "ENA," copy attached) if the height of this Project is reduced below the current proposal for 480/510 feet or if the space allocated for the Mexican Museum is reduced below the currently proposed 52,000 square feet.

This contention is demonstrably false, for many reasons. First, the ENA references the Project's height in paragraph A.3 of the Term Sheet (See ENA, Appendix D, p. D-1 of 4), which references a Project height of 550 feet.<sup>1</sup> The ENA describes this as merely the parties' "preliminary consensus on the scope of the original project." (ENA, Section 4, p. 9 of 35.) In short, the reference to 550 feet it is not legally binding in on either the Successor Agency or the Project Sponsor.

Second, the ENA contains numerous references to the fact that the Regulatory Approvals, including the need to comply with CEQA, will determine the final form of the Project. (See e.g., ENA, Recital N, p. 4 of 35; section 4, p. 9 of 35 ["The parties acknowledge that, in addition to the reduction in scope from the original Project, the Project may be subject to future changes that result

---

<sup>1</sup> See also, Recital M: "The Agency and the Developer currently anticipate that the development will consist of the following components: (a) approximately 390,000 net square feet of residential, office and/or hospitality uses in a tower of approximately 550 feet in height (excluding penthouse)."

from the entitlement process”]; section 14.C, pp. 19-20 of 35 [the Project may require changes due to CEQA review and the requirement to select a “feasible alternative to avoid significant environmental impacts”].)

Third, the ENA specifically contemplates that the Project may change in ways that require changing the Term Sheet, and it provides a specific procedure for the Successor Agency to approve such changes. In this regard, Section 4 provides that:

The parties acknowledge that, in addition to the reduction in scope from the original Project, the Project may be subject to future changes that result from the entitlement process. Such changes in the Project may result in changes to the Term Sheet if the parties agree that the changes are necessary to support Project feasibility and/or financibility, subject to the completion of an economic analysis by the Agency.

(ENA, p. 9 of 35.) The phrase “Project feasibility” includes “legal feasibility.” If the Project cannot secure a required Regulatory Approval due to noncompliance with CEQA, it is legally infeasible. As noted above, section 14.C specifically recognizes that the Project may changes due to CEQA review and the requirement to select a “feasible alternative to avoid significant environmental impacts.” (ENA, pp. 19-20 of 35.)

The procedure specified for the Successor Agency to approve such changes is:

In the event that the Agency’s Executive Director determines, in his or her sole and absolute discretion, that the Developer’s Proposed Changes would (i) materially alter the Project described in the Term Sheet, or (ii) materially increase the Agency’s liability, then, the Agency shall present the Developer’s Proposed Changes to the Agency Commission for consideration and approval.

(ENA, section 6, p. 10 of 35.)

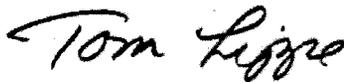
Fourth, the proof is in the pudding. The Sponsor already reduced the height below 550 feet, apparently without any concern that the Successor Agency would no longer have the power to complete the necessary real estate transactions for the Project to proceed.

Finally, with respect to the space allocated for the Museum, the ENA Term Sheet (which can be changed by the parties to that contract) provides, in the portion of the Term Sheet entitled “Terms Related to the Project:” “(b) a cultural component between 35,000 and 40,000 net square feet fronting Jessie Square (the ‘Cultural Component’).” (ENA, Appendix D, p. D-1 of 4) Further, in the portion of the Term Sheet entitled “Terms Related to the Cultural Component,” the ENA provides: “1. Developer Builds Core and Shell. Developer shall be responsible, in consultation with the Agency, for constructing the base, core and shell of the Cultural Component, which shall (a) be not less than 35,000 net square feet.” (ENA, Appendix D, p. D-2 of 4) Again, these provisions state the contracting parties’ “preliminary consensus on the scope of the original project” (ENA, Section 4, p. 9 of 35), which can be changed as described above.

Board President David Chiu and Members of the Board of Supervisors  
706 Mission Street- **Successor Agency Power to Accept Project Changes**  
July 12, 2013  
Page 3 of 3

Thank you for your attention to this matter.

Very Truly Yours,

A handwritten signature in black ink that reads "Tom Lippe". The signature is written in a cursive, slightly slanted style.

Thomas N. Lippe

File 130537

**From:** judy.beck@juno.com  
**Sent:** Friday, July 12, 2013 9:31 PM  
**To:** Ed.Lee@sfgov.org; Farrell, Mark; Avalos, John; Campos, David; Katie.Tang@sfgov.org; Kim, Jane; Scott.Weiner@sfgov.org; Yee, Norman (BOS); Mar, Eric (DPH); Cohen, Malia; Breed, London; Board of Supervisors  
**Subject:** Please help our City *Victor Young*

To My Elected Officials,

Alarming prospects are facing two of San Francisco's most beloved and important public resources: City College and Strybing Arboretum. In both cases, privatization is the overarching threat with other ills emanating from that.

The Board of Supervisors originally allowed fees at the Arboretum only on the terms that they would sunset after 1 1/2 years. The betrayal has been most disappointing. Fees persist to this day and now the San Francisco Botanical Garden Society has negotiated a 30-year privatization agreement along with a proposal to make the fees permanent. This was brokered in secret with no public comment. Last year, I asked Supervisor Avalos's office why the fees hadn't ended on time. Their answer was, "That's what we're trying to find out." I used to go to the Arboretum every chance I got - almost daily for a long period. Right after fees took hold, I went once, for free with my San Francisco i.d., but it felt so ugly and dirty to break rank that way with the other visitors that I've never been back.

The effects of City College losing accreditation, with the poorly hidden agenda of forcing everyone possible into pricier private institutions, would be devastating to the economic, intellectual, social, even medical well-being of San Francisco. From the layoff of thousands of decently compensated and benefitted workers to the educational deprivation of thousands of disabled, elderly, war-wracked, formerly incarcerated, immigrant, and just plain lower-income residents who are trying to put or keep their lives together, privatizing, closing, or even changing City College represents a staunching of flow into the middle class that will bring far more expense and problems to the city than they could possibly aim to prevent. With City College serving roles - according to its wisely conceived mission - so far beyond the merely educational/academic (therapeutic, economic, humanitarian, sociological) the State and City should be pouring money on it instead of allowing this travesty of accreditation rescission to go forward.

In general, privatization of public resources is a many-pronged ill. It replaces government workers who enjoy decent wages, benefits, representation, and job security with exploited workers who don't. Its agencies elude public oversight and accountability. Most important, it often compromises the original missions of the agencies, and that is certainly dangerously true in the cases of the Arboretum and City College. Both are being pushed away from the open, accessible, and democratic toward the elite. The residents of San Francisco are counting on you to stand up against this now.

Sincerely

Judith Beck

---

**Put Gold Into Your IRA**

Gold IRA can Save Your Future. Accept as Low as \$5k Investment.  
[RegalAssets.com](http://RegalAssets.com)

---

**From:** Dorothy Lefkovits [dlefk@yahoo.com]  
**Sent:** Saturday, July 13, 2013 10:06 PM  
**To:** NormanYee@sfgov.org  
**Cc:** Board of Supervisors; diane1rivera@aol.com  
**Subject:** NERT PROGRAM

Supervisor Yee,

Thank you for your support and encouragement of the N.E.R.T. program that trains volunteers to respond when disaster strikes, and thanks for your help in keeping this program in our budget.

*Dorothy Lefkovits*  
*(NERT Volunteer)*

File 130622

**From:** Scanlon, Olivia  
**Sent:** Monday, July 15, 2013 10:01 AM  
**To:** Calvillo, Angela; Nevin, Peggy ; *Linda Wong, Rules Clerk*  
**Subject:** FW: Amended remarks for the legislative record of July 11 Rules Committee  
**Attachments:** Amended Testimony on Flexibility Request Legislation--07-12-13.docx; ATT00001.htm

FYI: for the file re: Family Friendly Leg.

Olivia Scanlon  
Legislative Aide to Supervisor Norman Yee  
District 7  
1 Dr. Carlton B. Goodlett Place  
Room 244  
San Francisco, CA 94102  
415 554 6519

---

**From:** Yee, Norman (BOS)  
**Sent:** Monday, July 15, 2013 9:32 AM  
**To:** Scanlon, Olivia  
**Subject:** Fwd: Amended remarks for the legislative record of July 11 Rules Committee

Please forward to Clerk

Sent from my iPad

Begin forwarded message:

**From:** <[paulrupertdc@cs.com](mailto:paulrupertdc@cs.com)>  
**Date:** July 13, 2013, 6:16:03 PM PDT  
**To:** <[London.Breed@sfgov.org](mailto:London.Breed@sfgov.org)>, <[Malia.Cohen@sfgov.org](mailto:Malia.Cohen@sfgov.org)>, <[Norman.Yee@sfgov.org](mailto:Norman.Yee@sfgov.org)>  
**Subject:** Amended remarks for the legislative record of July 11 Rules Committee

Honorable Supervisors Breed, Cohen and Yee --

I appreciated the opportunity to speak during the Public Comment period of the July 11 Rules Committee hearing on the Family-Friendly Workplace Ordinance. I have attached an amended version of my remarks which I hope can be included in the record of the hearing.

I trust my decades of experience in developing such formal flexibility request processes in large and small companies will shed some light on the challenges and opportunities.

Regards,  
Paul Rupert  
Rupert & Company  
[www.rupertandcompany.com](http://www.rupertandcompany.com)  
[www.flexwisetools.com](http://www.flexwisetools.com)  
"Collaborative Scheduling: the future of flexibility"

File 130248

---

**To:** Miller, Alisa  
**Subject:** File 130248: Urging Support for BOS Agenda Item #18 - Administrative Code - California Environmental Quality Act Procedures, Appeals, and Public Notice Requirements]13024818.

---

**From:** Eileen Boken [aeboken@gmail.com]

**Sent:** Monday, July 15, 2013 2:24 AM

**To:** Avalos, John; Campos, David; Chiu, David; Cohen, Malia; Mar, Eric (BOS); Farrell, Mark; Kim, Jane; Tang, Katy; Breed, London; Yee, Norman (BOS); Calvillo, Angela

**Cc:** Hiro Fukuda; Judith Berkowitz

**Subject:** Urging Support for BOS Agenda Item #18 - Administrative Code - California Environmental Quality Act Procedures, Appeals, and Public Notice Requirements]13024818.

Dear Board President and Members,

I am strongly urging you to support this ordinance.

Eileen Boken  
District 4

---

**To:** BOS-Supervisors  
**Subject:** Controller's Annual Report of Contributions to the City Services Preservation Fund for FY 2012-13  
**Attachments:** CSPF Cover Memo for FY13 - To BOS July 2013.docx; City Services Preservation Fund Contributions Report for FY13.docx

---

**From:** Wong, Jeannie  
**Sent:** Thursday, July 11, 2013 04:00  
**To:** Calvillo, Angela  
**Cc:** Rosenfield, Ben; Zmuda, Monique  
**Subject:** Controller's Annual Report of Contributions to the City Services Preservation Fund for FY 2012-13

Ms. Calvillo,

Please see attached transmittal memo and Report pertaining to the Controller's Office Annual Report of contributions to the City Services Preservation Fund for FY 2012-13. If you have any questions, please feel free to contact me.

Best,  
Jeannie Wong  
Director of Finance and Administration  
Office of the Controller  
Rm 488, City Hall  
1 Dr. Carlton B. Goodlett Place  
San Francisco, CA 94102  
415-554-7604  
[jeannie.wong@sfgov.org](mailto:jeannie.wong@sfgov.org)



Ben Rosenfield  
Controller

Monique Zmuda  
Deputy Controller

## MEMORANDUM

**TO:** Angela Calvillo, Clerk of the Board

**FROM:** Jeannie Wong, Director of Finance and Administration

**Cc:** Ben Rosenfield, Monique Zmuda

**DATE:** July 11, 2013

**SUBJECT:** Annual Report for the City Services Preservation Fund for Fiscal Year 2012-2013

The City Services Preservation Fund is used to partially offset losses in state and federal funds and/or other revenues suffered by San Francisco due to economic downturn or other factors. Donations to this Fund will help reduce the impact of these losses and support core services that are critical to residents, the business community and visitors, including police, fire, health and social services.

Attached is the Annual Report for the City Services Preservation Fund for Fiscal Year 2012-2013, due to the Board of Supervisors during the first two weeks in July. A total of \$223 was received in Fiscal Year 2012-2013.

If you have any questions, please feel free to contact me at 415-554-7604 or [jeannie.wong@sfgov.org](mailto:jeannie.wong@sfgov.org).

**DEPARTMENT: Controller's Office**

**GIFTS TO THE CITY AND COUNTY OF SAN FRANCISCO  
ANNUAL REPORT TO THE BOARD OF SUPERVISORS**

**Name of your program: City Services Preservation Fund**

**July 2013**

Monetary donations received Fiscal Year 2012-2013

Donor Name	Amount if over \$100
NONE	

Cumulative donations \$100 or less 223.00

Total donations Fiscal Year 2012-2013 223.00

Disposition of funds: The funds have not been dispersed.

---

**From:** Ed DeMasi [ed.demasi@sfgov.org]  
**Sent:** Friday, July 12, 2013 12:10 PM  
**To:** Calvillo, Angela  
**Subject:** Fw: Donor Report FY 2012-13: Mayor's Fund for the Homeless  
**Attachments:** Letter to the Clerk of the Board - Mayor's Fund for the Homeless.pdf; Mayor's Fund for the Homeless - Report 7-1-12 to 6-30-13.pdf

Ms. Calvillo;

The body of the email should read that the reports are for fiscal year 2012-13.

Regards,  
Ed DeMasi

Management Assistant  
Housing and Homeless Division  
Human Services Agency, Worker Number ZBOX  
P.O. Box 7988  
San Francisco, CA 94120-7988  
Phone: 415-557-6449  
Fax: 415-557-6033

# City and County of San Francisco



*Edwin M. Lee, Mayor*

# Human Services Agency

Department of Human Services  
Department of Aging and Adult Services

*Trent Rhorer, Executive Director*

July 12, 2013

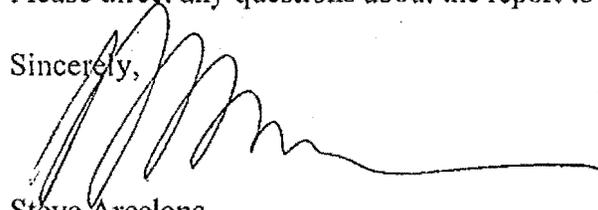
Angela Calvillo  
Clerk of the Board  
1 Dr. Carlton B. Goodlett Place  
City Hall, Room 244  
San Francisco, CA 94102-4689

Dear Ms. Calvillo;

Per San Francisco Administrative Code 10.100-305, please find attached a report of donations made to the Mayor's Fund for the Homeless for the year July 2012 to June 2013.

Please direct any questions about the report to my office.

Sincerely,



Steve Arcelona  
Deputy Director  
Economic Support & Self-Sufficiency

Cc: Trent Rhorer  
Joyce Crum  
Pam Tebo  
Joseph Huang  
Ping Chen  
Rachel He

# City and County of San Francisco



*Edwin M. Lee, Mayor*

# Human Services Agency

Department of Human Services  
Department of Aging and Adult Services

*Trent Rhorer, Executive Director*

## Mayor's Fund for the Homeless Donations for July 1 – June 30, 2013

<b>Date Donated</b>	<b>Date Received by HSA</b>	<b>Donor's Name</b>	<b>Donation Amount</b>	<b>Comments</b>
10/18/12	2/12/13	Brian J. Frabbiele	\$100.00	
12/30/12	2/12/13	Kathy Myers	\$100.00	
12/31/12	2/12/13	Eric Broadhurst	\$100.00	
12/31/12	2/12/13	Sergio Catanzariti	\$100.00	

---

**Subject:** DAT Reports  
**Attachments:** DAT Sole Source Report FY 13.pdf; DAT Gift Report FY 13.pdf

**From:** Sheila.Arcelona@sfgov.org [Sheila.Arcelona@sfgov.org]  
**Sent:** Monday, July 15, 2013 10:11 AM  
**To:** Calvillo, Angela  
**Cc:** Board of Supervisors  
**Subject:** DAT Reports

Please find attached two annual reports for the District Attorney's Office: sole source contracts and gifts under \$10,000.  
Thank you.

---

Sheila Arcelona  
Assistant Chief, Finance & Administration  
San Francisco District Attorney's Office  
Desk: (415) 734-3018  
Fax: (415) 553-9700  
[Sheila.Arcelona@sfgov.org](mailto:Sheila.Arcelona@sfgov.org)

The information contained in this electronic message may be confidential and may be subject to the attorney-client privilege and/or the attorney work product doctrine. It is intended only for the use of the individual or entity to whom it is addressed. If you are not the intended recipient, you are hereby notified that any use, dissemination or copying of this communication is strictly prohibited. If you have received this electronic message in error, please delete the original message from your e-mail system. Thank you.



George Gascón  
District Attorney

BOS-11  
page

Date: July 12, 2013  
 To: Angela Calvillo, Clerk of the Board of Supervisors  
 From: Eugene Clendinen, Chief Administrative and Financial Officer *EC*  
 Subject: Annual Report on Gifts Received up to \$10,000

In accordance with Administrative Code Section 10.100-305 this memo serves to provide the Board of Supervisors with a report on gifts up to \$10,000 received by the Department:

Gift Description	Source	Value	Disposition
Used Cubicle Partitions	Western Van Lines	\$9,500.00	Deployed to Investigations to replace older cubicles
Cash Donation	Jamel Perkins	\$1,000.00	Deposited to gift fund for benefit of victims of crime
Restitution Payment	State of California	\$2,000.00	Deposited to gift fund for benefit of victims of crime
Cash Donation	Friends of Vic/Wit	\$9,900.00	Deposited to gift fund for benefit of victims of crime
Restitution Payment	State of California	\$ 230.70	Deposited to gift fund for benefit of victims of crime