File No. 120443 Board Item No. 26

COMMITTEE/BOARD OF SUPERVISORS

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Board of Supervisors Meeting **Date: May 8, 2012**

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OTHER:

Completed by: Annette Lonich **Date: May 3, 2012**

An asterisked item represents the cover sheet to a document that exceeds 25 pages.
The complete document is in the file.

Print Form

Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

☐ 1. For reference to Committee: _____
An ordinance, resolution, motion, or charter amendment.

☒ 2. Request for next printed agenda without reference to Committee.

☐ 3. Request for hearing on a subject matter at Committee: _____

☐ 4. Request for letter beginning "Supervisor _____ inquires"

☐ 5. City Attorney request.

☐ 6. Call File No. _____ from Committee.

☐ 7. Budget Analyst request (attach written motion).

☐ 8. Substitute Legislation File No. _____

☐ 9. Request for Closed Session (attach written motion).

☐ 10. Board to Sit as A Committee of the Whole.

☐ 11. Question(s) submitted for Mayoral Appearance before the BOS on _____

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

☐ Small Business Commission ☐ Youth Commission ☐ Ethics Commission

☐ Planning Commission ☐ Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use a different form.

Sponsor(s):

Carmen Chu

Subject:

Accept and Expend - SunShot Rooftop Solar Challenge

The text is listed below or attached:

Signature of Sponsoring Supervisor: _____

For Clerk's Use Only:

120443

[Accept and Expend Grant - SunShot Rooftop Solar Challenge - $71,750]

Resolution authorizing the Department of the Environment to retroactively accept and expend a grant in the amount of $71,750 from the U.S. Department of Energy's (U.S. DOE) Rooftop Solar Challenge through SolarTech, an initiative of the Silicon Valley Leadership Group, to document and disseminate best practices regarding the reduction of soft costs in order to make solar energy cost competitive with other forms of energy by the end of the decade.

WHEREAS, After a competitive process, the U.S. Department of Energy (U.S. DOE) has selected the Department of the Environment as a sub-awardee to SolarTech in order to receive funding to identify significant obstacles to increasing the growth of rooftop photovoltaics in Northern California; and

WHEREAS, The implementation of the Sunshot grant will allow the Department of the Environment to collaborate with regional partners to document and disseminate best practices regarding solar permitting, interconnection, financing, and zoning; and

WHEREAS, The Board of Supervisors for the City and County of San Francisco has directed the Department of the Environment to reduce carbon dioxide (CO_2) emissions within the City and County of San Francisco to 20% below 1990 levels by the year 2012; and

WHEREAS, The SunShot Rooftop Solar Challenge will assist in making the process of installing solar photovoltaic systems simpler, faster, and more cost effective for residents and businesses by accelerating significant improvements in market conditions for solar photovoltaic projects; and

WHEREAS, Non-hardware, or soft, costs associated with processes such as permitting and interconnection make up as much as 40% of the total installed cost of a rooftop solar photovoltaic system; and

WHEREAS, The U.S. DOE's Solar Rooftop Challenge seeks to make solar electricity cost competitive without subsidies by the end of the decade; and

WHEREAS, Cost competitive solar electricity is cost effective for local government, residents and commercial property owners; and

WHEREAS, Solar electricity use reduces greenhouse gas emissions and helps the City meet its climate change goals; and

WHEREAS, The grant budget includes $9,359 for indirect costs; and

WHEREAS, The grant does not require an Annual Salary Ordinance amendment; and

WHEREAS, The term of the grant is from February 15, 2012 through February 14, 2013; and

WHEREAS, A request for retroactive approval is being sought because the Department of the Environment was not notified of the grant award in advance of the grant start date; now, therefore, be it

RESOLVED, That the Board of Supervisors hereby authorizes the Director of the Department of the Environment to retroactively accept and expend $71,750 from the U.S. Department of Energy to support the implementation of the SunShot Rooftop Solar Challenge.

Recommended:

Department Head

Approved: Kate Hill

Mayor

Approved:

Controller

File Number: 120249 (Provided by Clerk of Board of Supervisors)

220249 / EVSHOT-12

Grant Resolution Information Form
(Effective February 2012)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: SunShot Initiative: Rooftop Solar Challenge to Induce Market Transformation

2. Department: Department of the Environment

3. Contact Person: Rachel Buerkle Telephone: 415-355-3704

4. Grant Approval Status (check one):

[X] Approved by funding agency [ ] Not yet approved

5. Amount of Grant Funding Approved or Applied for: $71,750

6a. Matching Funds Required: $17,938
b. Source(s) of matching funds (if applicable): SF Department of Environment will provide staff resources to contribute to program implementation.

7a. Grant Source Agency: U.S. Department of Energy
b. Grant Pass-Through Agency (if applicable): SolarTech

8. Proposed Grant Project Summary:
The Department of the Environment was awarded a grant of $71,750 from the U.S. Department of Energy to participate in a collaborative national initiative to make solar energy cost competitive with other forms of energy by the end of the decade. The SF Department of the Environment will contribute to the initiative by developing and disseminating best practices documents related to bringing down the installed cost of solar energy systems to make them more affordable and increase widespread adoption of this renewable energy technology. Increasing the number of solar electric systems in San Francisco will help the City achieve its aggressive energy and climate policy goals, and have a positive impact on public health.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: February 15, 2012 End-Date: February 14, 2013

10a. Amount budgeted for contractual services: $0

b. Will contractual services be put out to bid? N/A

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

11a. Does the budget include indirect costs? [X] Yes [ ] No

b1. If yes, how much? $9,359
b2. How was the amount calculated? Amount allowed by the funder.

c1. If no, why are indirect costs not included?
[ ] Not allowed by granting agency [ ] To maximize use of grant funds on direct services
[ ] Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs? N/A

12. Any other significant grant requirements or comments: N/A

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

[X] Existing Site(s) [X] Existing Structure(s) [X] Existing Program(s) or Service(s)
[ ] Rehabilitated Site(s) [ ] Rehabilitated Structure(s) [ ] New Program(s) or Service(s)
[ ] New Site(s) [ ] New Structure(s)

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Claudia Molina, Departmental ADA Coordinator, Payroll Personnel Clerk

Date Reviewed: Claudia Molina Rep 4/17/12
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Melanie Nutter, Director, Department of the Environment

Date Reviewed: 4/17/12 Melanie N
(Signature Required)

Accept and Expend
U.S. Department of Energy Grant to
SF Department of the Environment

		From U.S. Department of Energy	Leveraged Funds	Total Project
Personnel				
Renewable Energy Program Manager (5642)	Project and delieverable oversight and management; ensure integration with other solar initiatives. Year 1= 0.05 FTE.	$ 3,984	$ -	$ 3,984
Solar Program Coordinator (5638)	Coordinate day-to-day implementation of project and deliverables; coordinate with other city programs and staff as well as other municpalities. Year 1= 0.5 FTE.	$ 28,150	$ -	$ 28,150
Solar Program Associate (9922)	Assist with project implementation, including completion of deliverables and collaboration. Year 1=0.25FTE.	$ 9,553	$ -	$ 9,553
Climate Program Manager (5644)	Assist with project implementation. Year 1= 0.1 FTE. Matching is based on in-kind staff time.	$ -	$ 11,821	$ 11,821
Fringe		$ 20,104	$ 3,777	$ 23,881
Subtotal		**$ 61,791**	**$ 15,598**	**$ 77,389**
Travel				
For travel to SunShot meetings		$ 600	$ -	$ 600
Subtotal		**$ 600**	**$ -**	**$ 600**
Total Project Direct		$ 62,391	$ 15,598	$ 77,989
Indirect Costs	Based on 15% of salary and benefits as allowed by the funder	$ 9,359	$ 2,340	$ 11,698
TOTAL PROJECT (direct + indirect)		$ 71,750	$ 17,938	$ 89,687

From: David McFeely [mailto:dmcfeely@solartech.org]
Sent: Wednesday, April 11, 2012 5:35 PM
To: Murray, Danielle
Cc: wboyle@solartech.org; Shoemaker, Steven
Subject: DOE RoofTop Challenge Award Letter for CCSF

Hello Danielle Murray:

SolarTech is please to inform the City and County of San Francisco (CCSF) of the award from the DOE to SolarTech for the RoofTop Challenge Grant.

As you know The City and County of San Francisco is listed as a sub-award recipient.

The award runs from February 15, 2012 to Feb 14, 2013.

The City & County of San Francisco's portion of the award is

Funding	=	$71,750.00
Cost Share	=	*$17,938.00*
Total Project Cost	=	**$89,688.00**

Expenses specific to the SOPO after Nov. 28, 2011 and prior to the date Feb. 22, 2012 may be eligible for reimbursement. The expenses must be specific to the SOPO and the best I can say is to submit and we'll see if the DOE approves payment. Otherwise, post Feb. 22, 2012 the funds are available and ready for reimbursement (the confusion between Feb. 14 and 22nd has to do with the date DOE put on the documents and mailed to SolarTech and the date the Doug signed and returned. Otherwise, not an issue).

Previously, I sent a contract to Tyler Espinoza et al at CCSF for final completion, approval and signature. Please refer to that earlier email dated Feb. 27, 2012. I'm happy to work with you on any portions of the contract language that is misleading or doesn't fit CCSF's role. Attached is the word version of the SOPO (Exhibit B-1) for your consideration. Otherwise, for the record, I'll need a budget breakdown; Exhibit B-2 and Exhibit B-3 completed and attached with the main contract and SOPO (Exhibit B-1).

I look forward to the timely execution of the contract and successful contribution of CCSF to the overall goals of the grant. I believe the CCSF will prove to be a talented and valuable contributor to the grant.

Best Regards,

David McFeely
Director of Industry Solutions and Grants
RoofTop Challenge Program Manager
SolarTech
3081 Zanker Rd.
San Jose, CA 95134
408-529-0508
dmcfeely@solartech.org