File No. 120600

Committee Item No. 10
Board Item No. 21

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

**Committee:** Budget and Finance Committee **Date** June 21 & 22, 2012

**Board of Supervisors Meeting** **Date** 7/10/12

| Cmte | Board | |
|---|---|---|
| ☐ | ☐ | Motion |
| ☒ | ☒ | Resolution |
| ☐ | ☐ | Ordinance |
| ☐ | ☐ | Legislative Digest |
| ☒ | ☒ | * Budget and Legislative Analyst Report |
| ☐ | ☐ | Legislative Analyst Report |
| ☐ | ☐ | Youth Commission Report |
| ☐ | ☐ | Introduction Form (for hearings) |
| ☒ | ☒ | Department/Agency Cover Letter and/or Report |
| ☐ | ☐ | MOU |
| ☐ | ☐ | Grant Information Form |
| ☐ | ☐ | Grant Budget |
| ☐ | ☐ | Subcontract Budget |
| ☐ | ☐ | Contract/Agreement |
| ☒ | ☒ | Form 126 – Ethics Commission |
| ☐ | ☐ | Award Letter |
| ☐ | ☐ | Application |
| ☐ | ☐ | Public Correspondence |

**OTHER** (Use back side if additional space is needed)

| | | |
|---|---|---|
| ☐ | ☐ | |
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| ☐ | ☐ | |
| ☐ | ☐ | |

**Completed by:** Victor Young **Date** June 14, 2012
**Completed by:** Victor Young **Date** 7-3-12

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

[Contract - Conard House, Inc., - Housing First Program - Not to Exceed $19,142,302]

**Resolution retroactively approving the contract between the City and County of San Francisco and Conard House, Inc., to provide master-leased housing under its Housing First Program to formerly homeless single adults and Money Management Services to frail and elderly senior citizens for the period of April 1, 2012, to June 30, 2017, for an amount not to exceed $19,142,302.**

WHEREAS, The City and County of San Francisco wishes to provide master-leased housing under its Housing First Program to formerly homeless single adults at three (3) Single Room Occupancy Hotel (SRO) locations, and Money Management Service to frail and elderly senior citizens; and

WHEREAS, The City and County of San Francisco is providing financial support with Federal, State and General Funds including the Human Services Care Fund under the Care Not Cash Initiative; now, therefore, be it

RESOLVED, That the Board of Supervisors hereby retroactively approves the contract with Conard House Inc. to provide master-leased housing under its Housing First Program to formerly homeless single adults and Money Management Services to frail and elderly senior citizens for the period of April 1, 2012, through June 30, 2017, in the amount not to exceed $19,142,302.

The Budget and Legislative Analyst Reports for the Mayor's Fiscal Year 2012-2013 to Fiscal Year 2013-2014 Budget for the following files are located in Board of Supervisors **File No. 120591:**

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120593
120595
120596
120597
120598
120599
120600
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102602
120603
120604
120605
120606
120607
120608
120609
120638
120641
120642
120673

CONARD HOUSE INC

3% increase per year

| Program Description | FY 11/12 | FY 12/13 | FY 13/14 | FY 14/15 | FY 15/16 | FY 16/17 | |
|---|---|---|---|---|---|---|---|
| CNC-McAllister Hotel | $1,007,484 | $1,037,709 | $1,068,840 | $1,100,905 | $1,133,932 | $1,167,950 | |
| Aranda Hotel | $259,176 | $1,067,805 | $1,099,839 | $1,132,834 | $1,166,819 | $1,201,824 | $1,237,879 |
| Allen Hotel | $194,617 | $1,103,174 | $1,136,270 | $1,170,358 | $1,205,468 | $1,241,632 | |
| BTOP-DAAS | $84,576 | $84,576 | $25,338 | $0 | $0 | $0 | Contract ending |
| Money Management-DAAS | $69,751 | $71,843 | $73,998 | $76,218 | $78,505 | $80,860 | |
| **Annual Budget** | **$1,615,604** | **$3,365,107** | **$3,404,285** | **$3,480,315** | **$3,584,725** | **$3,692,266** | |

**Total Budget Amount** **$ 19,142,302**

1606

File No. 120600

# FORM SFEC-126:
# NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

| **City Elective Officer Information** *(Please print clearly.)* | |
|---|---|
| Name of City elective officer(s):<br>Members, Board of Supervisors | City elective office(s) held:<br>Members, Board of Supervisors |

| **Contractor Information** *(Please print clearly.)* | |
|---|---|
| Name of contractor:<br>**Conard House, Inc.** | |
| *Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor.* ***Use additional pages as necessary.***<br>1) James McGhee, Mary Hennessy, Judy Graboyes, Alan (Mickey) Shipley,<br>2) Richard Heasley - Executive Director, Robyn Neither - CFO, No COO<br>3) N/A<br>4) N/A<br>N/A | |
| Contractor address:<br>1385 Mission Street, Suite 200, San Francisco, CA 94103 | |
| Date that contract was approved:<br>*(By the SF Board of Supervisors)* | Amount of contract:<br>$5,559,251<br>$5,457,646<br>$5,037,420<br>$ 153,318<br>$ 209,250 |
| Describe the nature of the contract that was approved:<br>1. Grant No. 2004-08/09, Supportive housing Allen Hotel, 4/7/12 to 6/30/17<br>2. Grant No. 2004-08/09, Supportive housing Aranda Hotel, 4/7/12 to 6/30/`7<br>3. Grant No. 2004-08/09, Supportive housing McAllister Hotel, 7/1/12 to 6/30/17<br>4. Grant No. 4081-10-11, Broadband Technology Opportunity Program (BTOP), 1/8/11 to 9/29/13<br>5. Grant No. pending, Money management services for seniors and young adults with disabilities, 7/1/12 to 6/30/15 | |
| Comments: | |

This contract was approved by (check applicable):

☐ the City elective officer(s) identified on this form

☑ a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

☐ the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

| **Filer Information** *(Please print clearly.)* | |
|---|---|
| Name of filer:<br>Angela Calvillo, Clerk of the Board | Contact telephone number:<br>( 415 ) 554-5184 |
| Address:<br>City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102 | E-mail:<br>Board.of.Supervisors@sfgov.org |

Signature of City Elective Officer (if submitted by City elective officer) | Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk) | Date Signed