

File No. 210186

Committee Item No. 7

Board Item No. 9

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date March 17, 2021

Board of Supervisors Meeting

Date March 23, 2021

Cmte Board

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|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Grant Project Authorization</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Grant Finance Letters</u> |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>DPW Order No. 185632</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Linda Wong

Date March 13, 2021

Completed by: Linda Wong

Date March 19, 2021

1 [Accept and Expend Grant - Retroactive - Federal Highway Administration - Emergency Relief
2 Program - O'Shaughnessy Boulevard Emergency Relief Project - \$3,015,619.50]

3 **Resolution retroactively authorizing Public Works to accept and expend an increased**
4 **amount of \$226,265.50 for a total grant amount of \$3,015,619.50 from the United States**
5 **Department of Transportation Federal Highway Administration Federal Emergency**
6 **Relief Program to fund the construction of the Public Works' O'Shaughnessy**
7 **Boulevard Emergency Relief project for the period of September 23, 2019, through**
8 **June 30, 2025.**

9
10 WHEREAS, On January 19, 2017, the Director of San Francisco Public Works issued
11 DPW Order No. 185632 declaring a local emergency as to the severe erosion of
12 O'Shaughnessy Boulevard; and

13 WHEREAS, On January 23, 2017, the Governor of California proclaimed that the
14 California Department of Transportation (Caltrans) request immediate assistance through the
15 Federal Highway Administration's Emergency Relief Program, Title 23, United States Code,
16 Section 125, in order to obtain federal assistance for highway repairs or reconstruction for the
17 damages and erosion resulting from a storm system; and

18 WHEREAS, San Francisco Public Works (SFPW) applied to Caltrans and received
19 approval for O'Shaughnessy Boulevard to receive \$2,789,354 in federal funds; and

20 WHEREAS, On May 8, 2018, the City and County of San Francisco Board of
21 Supervisors adopted Resolution No. 138-18, and is incorporated herein by reference; and

22 WHEREAS, On May 17, 2018, Mayor Mark Farrell signed Resolution No. 138-18 which
23 retroactively authorized the Director of Public Works to accept and expend an amount not to
24 exceed \$2,789,354 from the United States Department of Transportation Federal Highway
25 Administration Federal Emergency Relief Program for the O'Shaughnessy Boulevard

1 Emergency Relief project; and

2 WHEREAS, On September 23, 2019, San Francisco Public Works received
3 authorization for the Permanent Restoration construction phase of work which included a
4 \$226,265.50 increase to the total grant amount; and

5 WHEREAS, The funding does not require an ASO amendment; and

6 WHEREAS, The additional budget does not increase the project's indirect costs; and

7 WHEREAS, The Department proposes to maximize use of additional grant funds on
8 program expenditures by not including indirect costs; and

9 WHEREAS, SFPW allocated local matching funds; now, therefore, be it

10 RESOLVED, That this Board of Supervisors authorizes SFPW to accept and expend
11 an additional \$226,265.50 bringing the total grant amount to \$3,015,619.50 for the project
12 described above; and, be it

13 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
14 indirect costs in the additional grant budget; and, be it

15 FURTHER RESOLVED, That the Director of Public Works or his or her designee is
16 authorized to execute all required documents for receipt of Emergency Relief Program funds.

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Recommended:

Approved: _____ /s/

Mayor

_____ /s/

Alaric Degrafinried
Acting Director, San Francisco Public Works

Approved: _____ /s/

Controller

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

Grant Resolution Information Form
 (Effective July 2011)

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: Federal Highway Administration – Emergency Relief Program
2. Department: San Francisco Public Works
3. Contact Person: Elizabeth Ramos Email: Elizabeth.Ramos@sfdpw.org
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$3,015,619.50

Status	Grant Contract ID	Department	Project	Amount
Active	CTR00001321	SFPW	O'Shaughnessy Boulevard Emergency Opening 1	102,861.00
Active	CTR00001324	SFPW	O'Shaughnessy Boulevard Emergency Opening 1	16,670.00
Active	CTR00001325	SFPW	O'Shaughnessy Boulevard Emergency Opening 1	50,987.00
Active	CTR00001336	SFPW	O'Shaughnessy Boulevard Emergency Opening 2	82,384.00
Active	CTR00001363	SFPW	O'Shaughnessy Boulevard Emergency Opening 2	27,462.00
Active	CTR00000698	SFPW	O'Shaughnessy Boulevard Emergency Opening 2	393,637.00
Active	CTR00001854	SFPW	O'Shaughnessy Boulevard Permanent Restoration	305,428.50
Active	CTR00001855	SFPW	O'Shaughnessy Boulevard Permanent Restoration	1,809,924.50
Pending	CTR00001855 Pending Amendment	SFPW	O'Shaughnessy Boulevard Permanent Restoration	226,265.50
Total				\$3,015,619.50

6. a. Matching Funds Required:
 \$368,614.50
- b. Source(s) of matching funds (if applicable):
 General Fund
7. a. Grant Source Agency:
 Federal Highway Administration (FHWA)
- b. Grant Pass-Through Agency (if applicable):
 California Department of Transportation (Caltrans)

8. Proposed Grant Project Summary:

Reconstruction and repair of damages and severe erosion on O'Shaughnessy Boulevard resulting from January 2017 storm system.

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

Start-Date: 09/23/2019 End-Date: 06/30/2025

10. a. Amount budgeted for contractual services:

\$1,511,014.23

b. Will contractual services be put out to bid?

Yes

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

No, because of restrictions regarding use of these federal funds.

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

One-time

11. a. Does the budget include indirect costs?

Yes No

b. 1. If yes, how much?

b. 2. How was the amount calculated?

c. 1. 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):

c. 2. If no indirect costs are included, what would have been the indirect costs?

Not Applicable

12. Any other significant grant requirements or comments:

Not applicable

****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):

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> 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:

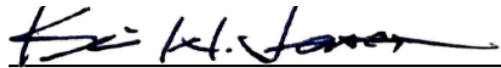
Comments:

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

Kevin Jensen
(Name)

Disability Access Coordinator
(Title)

Date Reviewed: January 27, 2021



(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Alaric Degrafinried
(Name)

Acting Director, San Francisco Public Works
(Title)

Date Reviewed: 1/29/2021 | 2:34:41 PM PST

DocuSigned by:

8179336C84404A5...
(Signature Required)



Federal Highway Administration
 Emergency Relief Program
 O'Shaughnessy Boulevard Permanent Restoration Budget

I. Project Budget

Phase	Total	Emergency Relief Federal Grant	General Fund Local Match
Emergency Opening 1	\$ 170,518.00	\$ 170,518.00	\$ -
Emergency Opening 2	\$ 124,079.00	\$ 109,846.00	\$ 14,233.00
Permanent Restoration	\$ 3,089,637.00	\$ 2,735,255.50	\$ 354,381.50
Total	\$ 3,384,234.00	\$ 3,015,619.50	\$ 368,614.50

II. Accept and Expend Budget

Resolution	Emergency Relief Federal Grant
138-18	\$ 2,789,354.00
Pending	\$ 226,265.50
Total	\$ 3,015,619.50



Edwin M. Lee, Mayor
Mohammed Nuru, Director

GENERAL - DIRECTOR'S OFFICE
City Hall, Room 348
1 Dr. Carlton B. Goodlett Place, S.F., CA 94102
(415) 554-6920 ■ www.sfdpw.org



Stacey Camillo

DPW Order No: 185632

**CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO PUBLIC WORKS
EMERGENCY DECLARED AND CONTRACT AWARDED**

An **Emergency** exists as a result of a rock slide on January 10, 2017, along O'Shaughnessy Boulevard between Del Vale Avenue and Malta Drive. ARUP/RYCG, the on-call geotechnical engineering consultants have concluded that the slope must be scaled in a controlled manner to mitigate any falling hazard to pedestrians, bicyclists and motorists on O'Shaughnessy Boulevard. This condition constitutes an emergency involving the health, safety and property of the citizens of the City & County of San Francisco.

Therefore, in order to move forward with the project before the start of the winter season, **an Emergency is declared to exist** under the provisions of Section 6.60 of the San Francisco Administrative Code, and

Drill Tech Drilling & Shoring, Inc.
2200 Wymore Way
Antioch, CA 94509

is hereby awarded a contract to provide the necessary construction work for the affected rock face at a cost not to exceed **\$52,000.00**.

Contractor shall indemnify and hold harmless the City & County of San Francisco, its officers, agents and employees and furnish certificates of insurance protecting Contractor, any sub-contractors and the City & County of San Francisco and its officers, agents and employees against claims arising out of work performed pursuant to this order with the City & County of San Francisco, its officers, agents and employees named as additional insureds. Contractor shall deliver certified copies of the certificates of insurance within three working days of this order.

Commercial General Liability Insurance with limits not less than \$1,000,000 each occurrence, and \$2,000,000 general aggregate, combined single limit for bodily injury and property damage, including coverage for contractual liability, independent contractors, explosion, collapse and underground (XCU), personal injury, broadform property damage and completed operations.

Commercial Automobile Liability Insurance with limits not less than \$1,000,000 each occurrence combined single limit for bodily injury and property damage, including owned, hired or non-owned vehicles, as applicable.

Workers' Compensation, in statutory amount, including Employers' Liability coverage with limits not less than \$1,000,000 each accident, injury or illness.



Contractor is notified that in the event that Contractor employs professional engineering or land surveyor services for performing field engineering or preparing design calculations, plans and specifications, Contractor shall require the retained engineers and land surveyors to carry professional liability insurance with limits not less than \$1,000,000 each claim with respect to negligent acts, errors or omissions in connection with professional services to be provided under the subject Contract.

This Order serves as the Notice to Proceed.

DISTRIBUTION:

Drill Tech Drilling & Shoring, Inc.

IDC: Patrick Rivera, Fernando Cisneros, Iqbal Dhapa, Boris Duenert, Ray Lui, Reza Baradaran

Public Affairs: Mindy Linetzky

Deployment/IT: Chad Suntay, Jordyn Aquino

 Expired certificate

1/19/2017

X 

Thomas, John
Director, Public Works
Signed by: Thomas, John

X Mohammed Nuru

Nuru, Mohammed
Mayor's Designee
Signed by: Nuru, Mohammed



U.S. Department of Transportation Federal Highway Administration- California Division- Title 23 Damage Assessment Form (DAF)		DAF No. LTP - SF - 001 - 1	Sheet # 1 of _____ Federal Project # EO ER - TBD ()
		Disaster No. CA 17 - 2 PR ER - ()	
Applicant City & County of San Francisco		County San Francisco Congressional districts 12	Incident Date (mm/dd/yyyy) Inspection 01/10/2017 01/12/2017
Location of Damage:		Per Site <input checked="" type="checkbox"/> or <input type="checkbox"/> Per Mile	Federal-aid Highway? Y for yes, if no, ineligible for ER funds <input type="checkbox"/> Y
Name of Road/Bridge:		Map No 05131	Functional Classification Type: Other Principal Arterial
PM Begin: 37°44'19.34"N/122°26'33.43"W PM End: 37°44'15.45"N/122°26'32.69"W		PM Length: 390.00 (in feet)	Route # n/a
Road/Bridge Data:		Bridge No n/a Type: n/a	Forest Hwy? Y/N <input type="checkbox"/> N Interstate? Y/N <input type="checkbox"/> N
Traveled Way: Width 2 x 12' Type: PCC <input type="checkbox"/> AC <input checked="" type="checkbox"/> Gravel <input type="checkbox"/>		Existing ADT: 20,000	
Shoulder: Width 3'SB 9'NB Type: PCC <input type="checkbox"/> AC <input checked="" type="checkbox"/> Gravel <input type="checkbox"/>			
Description of Damage:		Fracturing and collapse of a previously stable rock outcropping which, following a storm event, dropped boulders and debris onto O'Shaughnessy Blvd., blocking the southbound lane.	

COST ESTIMATE			
Emergency Opening (EO)	Type of Repair	Description of Work	Cost Summary
	EO- AGENCY FORCES CT Work Order #(s): EA(s):	Road clearing for service restoration; construction management; project management	PE 3,500 CE 10,594 Construction 122,388
EO- CONTRACT EO EA(s):	Scale and remove all loose rocks from the slope, provide and install temporary tie-down of rocks too large to be scaled, and provide and place Jersey barriers and catchment fence, for facility protection	PE 11,800 CE 49,213 Construction 222,000	
NOTE: Environmental documentation for EO is required. It is generally started after work has begun.			R/W
Subtotal Emergency Opening			\$419,495
Permanent Restoration (PR)	PR- CONSTRUCTION FA requires an approved PIF <input checked="" type="checkbox"/> Contract <input type="checkbox"/> FA PR EAs	Conceptual design includes rock bolting and wire mesh with scaling and a catchment system. Final design pending detailed engineering analysis.	PE 461,899 CE 365,000 Construction 1,850,000
	NOTE:PRIOR AUTHORIZATION (APPROVED E-76) IS REQUIRED TO PROCEED WITH PERMANENT RESTORATION R/W & CONSTRUCTION		
	NOTE: Environmental clearance for permanent restoration is conducted through normal Federal-aid procedures		
Subtotal Permanent Restoration			\$2,676,899
Eligible	Signature	Date	PE Total \$477,199
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Local Agency (if applicable): <i>Fernando Cisneros</i>	5/25/17	CE Total \$424,807
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Caltrans: <i>Lanh Phan</i>	6/7/17	R/W Total \$0
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	FHWA*:		Construction Total \$2,194,388
TOTAL ESTIMATE			\$3,096,394

Agency sig. Name (print): Fernando Cisneros FHWA Sig. Name (print): Lanh Phan
 CT signature Name (print): Jimmy Panmai DAF Prepared by (print): Oliver Iberien

Original: Caltrans District **Copies:** FHWA, Division of Local Assistance(local roads), Federal Resources (state hwy), HQ Major Damage Engineer (state hwy)
 *Write "N/A" in FHWA signature block if the project has no Federal ER funding or Federal ER funding delegated to the State.
FHWA Signature: REQUIRED for all Federal Funded State projects. REQUIRED for any Local Agency projects with 1) any BETTERMENT, 2) more than 2 ROW takes or 3) when paving is more than 50% of the Total Estimated Cost. **Reminder: This DAF must be accompanied by photos of the damage.**

U.S. Department of Transportation
Federal Highway Department - California Division - Title 23 - Emergency Relief
Betterment Justification Form (DAF)

Sheet No: **4** of **93**
 DAF No: **PMP-SF-001-1**

ITEM	REPAIR IN-KIND				BETTERMENT			
	Rock scaling and rock tiedowns.				Rock bolting and wire mesh with scaling and a catchment system.			
	UNIT	QUANTITY	UNIT PRICE	COST	UNIT	QUANTITY	UNIT PRICE	COST
Preliminary Engineering	LS	1	\$ 15,300	\$ 15,300	LS	1	\$ 461,899	\$ 461,899
Construction Engineering	LS	1	\$ 59,825	\$ 59,825	LS	1	\$ 365,000	\$ 365,000
Construction - Slope Stabilization	LS	1	\$ 197,000	\$ 197,000	LS	1	\$ 1,850,000	\$ 1,850,000
Construction - Traffic Control	LS	1	\$ 74,000	\$ 74,000	LS	1		\$ -
Construction - Labor	LS	1	\$ 73,388	\$ 73,388	LS	1		\$ -
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TOTAL				\$ 419,513				\$ 2,676,899

Cost to repair damage in the future (with betterment)	Assume minor repair every 5 years @ \$10,000 / event; Design Life = 50 years. Rock Debris Removal and Traffic Control \$2,000(P/F, 0.7%, 0,1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50)	\$ 86,180
Cost to repair damage in the future (without betterment)	Assume minor rockfall every 1 years @ \$10,000/event; Major rockfall annual probability of occurrence 19% at \$250,000/event; Large-scale slope failure annual probability of occurrence 1.25% at \$4,850,000 per event; Design life = 50 years; Minor+Major+Slope Failure \$118,125 (P/F, 0.7%, 0,1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50)	\$ 5,090,006
BENEFIT	<i>In this case, betterment is in addition to repair in-kind so consider full betterment cost.</i> (Difference in future repair costs over equal life.)	\$ 500326 / 2710140
COST	(Additional cost to repair the site as a result of adding the betterment.)	\$ 2,676,899 2,257,536
BENEFIT / COST	(A Benefit-Cost Ratio of less than 1.00 doesn't necessarily mean automatic rejection. If the Benefit-Cost Ratio is less than 1.00, a justification should be provided in the REMARKS section (provide additional pages, if necessary).)	1.87 1.22
REMARKS		

DEPARTMENT OF TRANSPORTATION

DISTRICT 4
P.O. BOX 23660
OAKLAND, CA 94623-0660
PHONE (510) 286-5900
FAX (510) 286-6301
TTY 711.
www.dot.ca.gov



*Making Conservation
a California Way of Life.*

September 25, 2019

04-SF-0-CR
ER-32L0(204)
O'Shaughnessy Blvd Central
Slope Permanent Restoration

Mohammed Nuru, Director
San Francisco Department of Public Works
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

Attention: Raymond Lui

Dear Mr. Nuru;

We are pleased to notify you that the Authorization to Proceed to construction has been approved for the above-referenced federal aid project. A copy of the authorization document (E-76) is attached for your files. The effective date of approval is 9/23/2019.

You should refer to Chapter 15 of the Local Assistance Procedures Manual (LAPM) at <https://dot.ca.gov/programs/local-assistance/guidelines-and-procedures/local-assistance-procedures-manual-lapm> that sets forth the procedures for project advertisement and award of the construction contract.

After advertising the project for bids, please send us one copy of the "as advertised" plans and special provisions. A minimum 21-day advertisement period is required for all projects. Any addenda must be approved by your agency and documented in your project files. LAPM's Exhibits 15-C and 15-I checklists will be helpful during this period and should be placed in your project file. You should award the contract to the lowest responsive and responsible bidder. If award is not to the lowest bidder, you must provide written documentation in your files. Remember federal law prohibits local preferences to bidders as well as requiring any bidder to obtain a license before submitting a bid. The contractor must have a valid State contractor's license for award of the contract. The Form FHWA-1273 must be physically incorporated into the construction contract, subcontracts and lower-tier subcontracts; referencing Form

Mr. Mohammed Nuru, Director
San Francisco Department of Public Works
September 25, 2019
Page 2

FHWA-1273 separately or as part of project's other contract document(s) is not acceptable. Immediately after award of the contract and prior to the first invoice of the construction phase you must submit a copy of the following information as one package to the District Area Engineer:

- The Local Agency Contract Award Checklist (Exhibit 15-L)
- Detail Estimate (Exhibit 15-M)
- Resident Engineer's Construction Contract Administration Checklist (Exhibit 15-B)
- Low Bidder's Proposal
- Local Agency Bidder DBE Commitment (Construction Contracts) (Exhibit 15-G)
- If DBE Goal is not attained, "DBE Information-Good Faith Efforts" (Exhibit 15-H) filled out by the contractor and the agency's "Evaluation of Good Faith Effort" Memorandum (Exhibit 9-E)
- Bid Tabulation Summary Sheet (Exhibit 15-D)

A sample award transmittal letter is attached to help you in reporting the above documents. Failure to submit complete and accurate project documentation may result in the de-obligation of funds on this project.

In addition to above award package submittal, immediately after issuing a Notice to Proceed to the contractor, e-mail a copy of the notice to your Agency's Area Engineer, jimmy.panmai@dot.ca.gov, and Construction Oversight Engineer, siobhan.saunders@dot.ca.gov.

It is imperative that records for this project are clear, well organized, up to date, and complete. All contract documentation and backup records shall be available at any time for inspection by Caltrans and FHWA reviewing personnel. Use of a uniform project filing system, together with diligent maintenance of the system, greatly facilitates a process review and minimizes negative findings. The project files should be available at a single location. An example of a **Project Record Filing System** for locally administered Federal-aid projects can be found in Section 16.8 of the LAPM. Please note that material sampling and testing requirements must follow your approved Quality Assurance Program per Section 16.14 of the LAPM.

Any unforeseen or additional work to be added to the contract must be within the project scope/limits as defined in the approved NEPA document and the Right of Way Certification regardless of its funding sources. Non-compliance will jeopardize the federal eligibility of the entire project. All change orders are to be approved by the

Mr. Mohammed Nuru, Director
San Francisco Department of Public Works
September 25, 2019
Page 3

administering agency in advance of any work being done on the change. Procedures for administering a contract change order (CCO) can be found in section 16.13 of the LAPM. If a CCO requires additional federal or state funds beyond that shown on the E-76 authorization, you must receive additional authorization of funds before you approve the change order, otherwise, reimbursement for the additional work cannot be claimed.

Prior to invoicing the State for eligible project costs, your agency must assure that the master and project supplemental agreements are fully executed. All invoice packages for this project are to be submitted to the following address:

Caltrans - District 4 Office of Local Assistance
Attention of Invoice Coordinator
Mail Station 10-B,
P.O. Box 23660, Oakland, CA 94623-0660.

Please note that your agency must submit an invoice for this project at least every 6 months to avoid placement on the inactive project list and loss of federal funds. Also, note that awarding the project will not prevent it from becoming inactive.

If you have any questions, please contact me at 510-622-5930 or Sylvia Fung at 510-286-5226.

Sincerely,



Hin Kung
Senior Transportation Engineer
Office of Local Assistance

Enclosures

- (1) E76 Summary
- (2) sample award transmittal

Mr. Mohammed Nuru, Director
San Francisco Department of Public Works
September 25, 2019
Page 4

LOCAL AGENCY AWARD PACKAGE TRANSMITTAL

(Local Agency Letterhead)

Date

Mr. _____
District Local Assistance Engineer
Caltrans, Office of Local Assistance
111 Grand Avenue / Mail: P.O. Box 23660
Oakland, CA 94623-0660

Dear Mr. _____:

Re: (Project number, location and description)

We have awarded the construction contract for the subject federal-aid project to (Contractor's Name) _____ for the amount of \$_____.

Attached are copies of the award information as required by the *Local Assistance Procedures Manual*:

- Local Agency Contract Award Checklist (Exhibit 15-L)
- Local Agency Bidder DBE Commitment (Construction Contracts) (Exhibit 15-G)
- DBE Information-Good Faith Efforts (Exhibit 15-H) filled out by the contractor and the agency's "Evaluation of Good Faith Effort" Memorandum (Exhibit 9-E)
- Low Bidder's Proposal
- Detail Estimate (Exhibit 15-M)
- Resident Engineer's Construction Contract Administration Checklist (Exhibit 15-B)
(if not previously transmitted)
- Bid Tabulation Summary Sheet (Exhibit 15-D)

Please review and process these documents so that the E-76 can be revised as necessary to reflect project cost. We will submit progress invoices as well as our Final Invoice and Final Report to the District Local Assistance Engineer for your review and processing.

Mr. Mohammed Nuru, Director
San Francisco Department of Public Works
September 25, 2019
Page 5

If during construction the participating costs overrun this estimate and there are federal funds available, we will submit a revised Detail Estimate, Finance Letter, and a request to modify the E-76 agreement.

You may direct any questions to _____ at
phone _____.

Sincerely,

Signature and Title

AMENDMENT MODIFICATION SUMMARY - (E-76)

CALIFORNIA DEPARTMENT OF TRANSPORTATION

FEDERAL AID PROGRAM

DLA LOCATOR: 04-SF-0-CNTY
 PREFIX: ACST-ER
 PROJECT NO: 32L0(204)
 SEQ NO: 4
 STATE PROJ NO: 0417000545L-N
 AGENCY: SAN FRANCISCO
 ROUTE:
 DISASTER NO: CA2017-2
 TIP DATA
 MPO: MTC
 FSTIP YR: 18/19
 STIP REF:
 FSTIP ID NO: null

PROJECT LOCATION:
 O'SHAUGHNESSY BOULEVARD BETWEEN MALTA AVENUE AND DEL VALE DRIVE
 TYPE OF WORK:
 DEBRIS REMOVAL, ROAD REPAIR, AND SLOPE STABILIZATION
 PREV AUTH / AGREE DATES:
 PE:
 R/W:
 CON:
 SPR:
 MCS:
 OTH:
 FED RR NO'S:
 PUC CODES:
 PROJ OVERSIGHT: ASSUMED/LOCAL ADMIN
 ENV STATUS / DT: 02/28/2018
 RW STATUS / DT: 1 09/04/2019
 INV RTE:
 BEG MP:
 END MP:

BRIDGE NO:

<u>PROG CODE</u>	<u>LINE NO</u>	<u>IMPV TYPE</u>	<u>FUNC SYS</u>	<u>URBAN AREA</u>	<u>URB/RURAL</u>	<u>DEMO ID</u>
ER11	12	15				
ER11	13	15				
ER11	40	04				
ER11	41	04				
ER11	43	17				
ER11	44	17				
ER11	46	04				
Q240	30	04				
Q240	31	17				

FUNDING SUMMARY

PHASE	PROJECT COST	FEDERAL COST	AC COST
PE	PREV. OBLIGATION \$477,199.00	\$426,199.00	\$0.00
	THIS REQUEST \$-32,562.00	\$-32,562.00	\$0.00
	SUBTOTAL \$444,637.00	\$393,637.00	\$0.00
R/W	PREV. OBLIGATION \$0.00	\$0.00	\$0.00
	THIS REQUEST \$0.00	\$0.00	\$0.00
	SUBTOTAL \$0.00	\$0.00	\$0.00
CON	PREV. OBLIGATION \$310,667.00	\$296,434.00	\$0.00
	THIS REQUEST \$2,628,930.00	\$-16,070.00	\$2,341,618.50
	SUBTOTAL \$2,939,597.00	\$280,364.00	\$2,341,618.50
OTH	PREV. OBLIGATION \$0.00	\$0.00	\$0.00
	THIS REQUEST \$0.00	\$0.00	\$0.00
	SUBTOTAL \$0.00	\$0.00	\$0.00
	TOTAL: \$3,384,234.00	\$674,001.00	\$2,341,618.50

STATE REMARKS

07/13/2017 Fed Proj no revised to 32L0 (204)
 09/11/2017 SEQ 1: Advanced Construction RFA of PE for both EO & PR.
 01/20/2018 SEQ 2: Conversion of local AC funds for federal ER11 funds.
 10/17/2018 SEQ 3: Authorize CON EO.
 09/10/2019 SEQ 4: Authorize CON PR using local AC funds.

FEDERAL REMARKS

AUTHORIZATION

AUTHORIZATION TO PROCEED WITH REQUEST: CON
FOR: CON-PR AUTHORIZATION
DOCUMENT TYPE: AMOD

PREPARED IN FADS BY: PANMAI, TEPPITAK
REVIEWED IN FADS BY: HUANG, BILL
SUBMITTED IN FADS BY: HUANG, BILL
PROCESSED IN FADS BY: SIGNATURE, NOT_REQUIRED
E-76 AUTHORIZED DATE IN FMIS BY: TASIA PAPAJOHN

ON 2019-09-10 622-5910
ON 2019-09-20 653-4348
ON 2019-09-20 FOR CALTRANS
ON 2019-09-20 FOR FHWA
ON 2019-09-23 18:34:35.0

SIGNATURE HISTORY FOR PROJECT NUMBER 32L0(204) AS OF 09/24/2019

FHWA FMIS SIGNATURE HISTORY

<u>MOD #</u>	<u>SIGNED BY</u>	<u>SIGNED ON</u>
3	SHUN HUEY	09/23/2019
	SHUN HUEY	09/23/2019
	TASIA PAPAJOHN	09/23/2019
2	SHUN HUEY	12/14/2018
	SHUN HUEY	12/14/2018
	TASIA PAPAJOHN	12/14/2018
1	SHUN HUEY	01/25/2018
	PETER PANGILINAN	01/25/2018
	TASIA PAPAJOHN	01/26/2018
0	SHUN HUEY	10/31/2017
	PETER PANGILINAN	10/31/2017
	TASIA PAPAJOHN	11/01/2017

FHWA FMIS 3.0 SIGNATURE HISTORY

CALTRANS SIGNATURE HISTORY

<u>DOCUMENT TYPE</u>	<u>SIGNED BY</u>	<u>SIGNED ON</u>
AMEND/MOD	HUANG, BILL	09/20/2019

To: ER Program

(BM)
 11/12/2019

FINANCE ITEMS	PRO RATA OR LUMP SUM	TOTAL COST OF WORK	FEDERAL PART. COST	FED. REIMB %	FEDERAL ER11	FEDERAL ER14	LOCAL AC Q240	LOCAL
Agency Preliminary Engineering	Lump Sum	\$444,637.00	\$444,637.00	88.53%	\$393,637.00	\$0.00	\$0.00	\$51,000.00
Construction	Lump Sum	\$102,861.00	\$102,861.00	100.00%	\$102,861.00	\$0.00	\$0.00	\$0.00
Construction	Lump Sum	\$93,058.00	\$93,058.00	88.53%	\$82,384.00	\$0.00	\$0.00	\$10,674.00
Contract Items: \$2,300,000								
Total: \$2,300,000								
Construction	Lump Sum	\$2,300,000.00	\$2,300,000.00	88.53%	\$0.00	\$2,036,190.00	\$0.00	\$263,810.00
Agency Construction Engineering	Lump Sum	\$16,670.00	\$16,670.00	100.00%	\$16,670.00	\$0.00	\$0.00	\$0.00
Agency Construction Engineering	Lump Sum	\$31,021.00	\$31,021.00	88.53%	\$27,462.00	\$0.00	\$0.00	\$3,559.00
Agency Construction Engineering	Lump Sum	\$345,000.00	\$345,000.00	88.53%	\$0.00	\$305,428.50	\$0.00	\$39,571.50
Force Account	Lump Sum	\$50,987.00	\$50,987.00	100.00%	\$50,987.00	\$0.00	\$0.00	\$0.00
Totals:		\$3,384,234.00	\$3,384,234.00	0.00%	\$674,001.00	\$2,341,618.50	\$0.00	\$368,614.50

Participation Ratio: 100.00%

This Finance Letter was created based on specific financial information provided by the responsible local agency. The following encumbrance history is prepared by Local Assistance Accounting Office and is provided here for local agency's information and action.

Signature: *Bill Huang*
 Title: ER Coordinator

For questions regarding finance letter, contact:
 Printed Name : Bill Huang
 Telephone No: 916-653-4348

Remarks: AC Conversion

ACCOUNTING INFORMATION										Cooperative Work Agreement	
ADV. PROJECT ID	APPROP. UNIT	STATE PROG.	FED/STATE	ENCUMBRANCE AMOUNT	APPROP YEAR	EXPENDITURE AMOUNT	ENCUMBRANCE BALANCE	REVERSION DATE	APPROVED AMOUNT	EXPIRATION DATE	
0417000545	18102F	2030010650	F	\$424,219.00	1718	\$53,443.25	\$370,775.75	06/30/23			

DEPARTMENT OF TRANSPORTATION

FINANCE LETTER

Date: 12/11/2020
 EA No:
 D_CO_RT: 04-SF-0-CR
 Project No: ER-32LO(204)
 Adv Project Id: 0417000545
 Project End Date: 12/31/2023

To: ER Program

FINANCE ITEMS	PRO RATA OR LUMP SUM	TOTAL COST OF WORK	FEDERAL PART. COST	FED. REIMB %	FEDERAL ER11	FEDERAL ER14	LOCAL AC Q240	LOCAL
Agency Preliminary Engineering	Lump Sum	\$444,637.00	\$444,637.00	88.53%	\$393,637.00	\$0.00	\$0.00	\$51,000.00
Construction	Lump Sum	\$102,861.00	\$102,861.00	100.00%	\$102,861.00	\$0.00	\$0.00	\$0.00
Construction	Lump Sum	\$93,058.00	\$93,058.00	88.53%	\$82,384.00	\$0.00	\$0.00	\$10,674.00
Contract Items: \$2,300,000 Total: \$2,300,000								
Construction	Lump Sum	\$2,300,000.00	\$2,300,000.00	88.53%	\$0.00	\$2,036,190.00	\$0.00	\$263,810.00
Agency Construction Engineering	Lump Sum	\$16,670.00	\$16,670.00	100.00%	\$16,670.00	\$0.00	\$0.00	\$0.00
Agency Construction Engineering	Lump Sum	\$31,021.00	\$31,021.00	88.53%	\$27,462.00	\$0.00	\$0.00	\$3,559.00
Agency Construction Engineering	Lump Sum	\$345,000.00	\$345,000.00	88.53%	\$0.00	\$305,428.50	\$0.00	\$39,571.50
Force Account	Lump Sum	\$50,987.00	\$50,987.00	100.00%	\$50,987.00	\$0.00	\$0.00	\$0.00
Totals:		\$3,384,234.00	\$3,384,234.00	0.00%	\$674,001.00	\$2,341,818.50	\$0.00	\$368,814.50

Finance Letter Reference
 Emergency Opening 1
 Emergency Opening 2
 Permanent Restoration

Participation Ratio: 100.00% This Finance Letter was created based on specific financial information provided by the responsible local agency. The following encumbrance history is prepared by Local Assistance Accounting Office and is provided here for local agency's information and action.

Signature: _____
 Title: ER Coordinator

For questions regarding finance letter, contact:
 Printed Name : Bill Huang
 Telephone No: 916-653-4348

Remarks: AC Conversion

DEPARTMENT OF TRANSPORTATION

FINANCE LETTER

Date: 12/11/2020 EA No:
 D_CO_RT: 04-SF-0-CR
 Project No: ER-32L0(204)
 Adv Project Id: 0417000545
 Project End Date: 12/31/2023

To: ER Program

ACCOUNTING INFORMATION									ER-32L0(204)		Cooperative Work Agreement	
ADV. PROJECT ID	APPROP. UNIT	STATE PROG.	FED/STATE	ENCUMBRANCE AMOUNT	APPROP YEAR	EXPENDITURE AMOUNT	ENCUMBRANCE BALANCE	REVERSION DATE	APPROVED AMOUNT	EXPIRATION DATE		
0417000545	18102F	2030010650	F	\$375,587.00	1718	\$69,792.07	\$305,794.93	06/30/23				
0417000545	19102F	2030010650	F	\$298,414.00	1819	\$0.00	\$298,414.00	06/30/24				
0417000545	20102F	2030010650	F	\$2,341,618.50	1920	\$280,362.13	\$2,061,256.37	06/30/25				



London N. Breed
Mayor

Alaric Degrafinried
Acting Director

San Francisco Public Works
1 Dr. Carlton B. Goodlett Pl.
Room 348
San Francisco, CA 94102
tel 415-554-6920

sfpublicworks.org
facebook.com/sfpublicworks
twitter.com/sfpublicworks

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Alaric Degrafinried, Acting Director of Public Works
DATE: January 25, 2021
SUBJECT: Accept and Expend Resolution for Federal Grant
GRANT TITLE: Federal Highway Administration – Emergency Relief Program

Attached please find the following:

- Proposed grant resolution signed by Department
- Grant information form, including disability checklist
- Grant Budget
- Grant Project Application
- Grant Project Authorization
- Grant Finance Letter

Departmental representative to receive a copy of the adopted resolution:

Name: Elizabeth Ramos (Elizabeth.Ramos@sfdpw.org)

Interoffice Mail Address: San Francisco Public Works, 49 South Van Ness, 16th Floor

Certified copy required: Yes

No

Summary

San Francisco Public Works (SFPW) requests retroactive authorization to accept and expend \$226,265.50 from the United States Department of Transportation Federal Highway Administration Federal Emergency Relief Program to fund the construction of the Public Works' O'Shaughnessy Boulevard project. This authorization will bring the total grant amount to \$3,015,619.50.

On May 17, 2018, Mayor Mark Farrell signed Resolution no. 138-18 which retroactively authorized the Director of Public Works to accept and expend an amount not to exceed \$2,789,354 from the United States Department of Transportation Federal Highway Administration Federal Emergency Relief Program for the O'Shaughnessy Boulevard project. On May 17, 2018, SFPW entered into a Program Supplement Agreement with Caltrans for the O'Shaughnessy Boulevard project. The project is divided into three phases of work, with two Emergency Opening phases that start immediately after the emergency and one Permanent Restoration phase that requires authorization to proceed from Caltrans.

On September 23, 2019, San Francisco Public Works received authorization to proceed with construction from Caltrans, which included a \$226,265.50 fund increase, bringing the total grant amount for all phases to \$3,015,619.50.

Background

On January 19, 2017, San Francisco Public Works issued Order No. 185632 declaring a local emergency regarding the severe erosion on O'Shaughnessy Boulevard, resulting from a storm system.

On January 23, 2017, Governor of California, Jerry Brown, proclaimed that a storm system resulting from an atmospheric river, combined with extreme drought conditions, caused dangerous flash flooding, erosion, and substantial mud and debris flows throughout the State of California. The Governor directed the California Department of Transportation (Caltrans) to request immediate assistance through the Federal Highway Administration's Emergency Relief Program in order to obtain federal assistance for highway repairs and reconstruction for the damages and erosion resulting from a storm system.

The Emergency Relief Program allows local agencies to start work immediately after the emergency and seek reimbursement from Caltrans at a later date. Once Caltrans received the authority to use federal Emergency Relief Program funds for damages resulting from the storm, San Francisco Public Works requested and was approved to receive \$2,789,354 in federal funds. The initial damage assessment allows up to \$3,015,619.50 in total federal reimbursement, pending completion of design and updating cost estimates for the construction phase.

On May 17, 2018, Mayor Mark Farrell signed Resolution no. 138-18 which retroactively authorized the Director of Public Works to act as the agent of the City and County of San Francisco, as a non-state agency, to accept and expend federal financial assistance under Public Law 93-288, as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, from the United States Department of Transportation Federal Highway Administration, and/or state financial assistance under the California Disaster Assistance Act, for an amount not to exceed \$2,789,354 to reimburse the local funds used to cover the 2017 emergency response costs and pay for the federal share of the permanent restoration to address the emergency condition of the severe erosion along O'Shaughnessy Boulevard.

From: [Peacock, Rebecca \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Kittler, Sophia \(MYR\)](#); [Spitz, Jeremy \(DPW\)](#); [Ramos, Elizabeth \(DPW\)](#); [Owens, Morgan \(MYR\)](#); [Mangrobang, Melson \(CON\)](#)
Subject: Mayor -- Resolution -- Accept and Expend Grant – Retroactive - Federal Highway Administration - Emergency Relief Program - O'Shaughnessy Boulevard - \$226,265.50
Date: Tuesday, February 23, 2021 4:28:22 PM
Attachments: [1a. A&E Resolution.doc](#)
[1b. A&E Resolution - Signed.pdf](#)
[2. Grant Information Form - Signed.pdf](#)
[3. A&E Budget.pdf](#)
[4. Grant Application.pdf](#)
[5. Grant Project Authorization.pdf](#)
[6a. Grant Finance Letter.pdf](#)
[6b. Grant Finance Letter - Annotated.pdf](#)
[MBO & CON Approval.pdf](#)
[0. A&E Cover Memo.pdf](#)

Attached for introduction to the Board of Supervisors is an **resolution retroactively authorizing San Francisco Public Works to accept and expend \$226,265.50 from the United States Department of Transportation Federal Highway Administration Federal Emergency Relief Program to fund the construction of the Public Works' O'Shaughnessy Boulevard Emergency Relief project for the period of September 23, 2019 through June 30, 2025.**

Please let me know if you have any questions.

Rebecca Peacock ([they/them](#))
(415) 554-6982 | Rebecca.Peacock@sfgov.org
Office of Mayor London N. Breed
City & County of San Francisco