

File No. 100471

Committee Item No. 5

Board Item No. 03

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Sub - Committee: Budget and Finance

Date: April 28, 2010

Board of Supervisors Meeting

Date: 05/11/10

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Resolution                                   |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Introduction Form (for hearings)             |
| <input type="checkbox"/>            | <input 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"/>            | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Public Correspondence                        |

#### OTHER

(Use back side if additional space is needed)

- |                                     |                          |           |
|-------------------------------------|--------------------------|-----------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Proposal* |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____     |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____     |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____     |
| <input type="checkbox"/>            | <input type="checkbox"/> | _____     |

Completed by: Andrea S. Ausberry

Date Thursday, April 23, 2010

Completed by: Andrea S. Ausberry

Date Thursday, April 29, 2010

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



1 [Accept and Expend Grant - American Recovery and Reinvestment Act Energy Efficiency  
2 Projects and Amend the Annual Salary Ordinance, FY2009-2010 - \$875,957]

3 Ordinance authorizing the Department of the Environment to expend a grant in the  
4 amount of \$875,957 from the California Energy Commission's State Energy Program  
5 through the Association of Bay Area Governments for the deployment of energy  
6 efficiency projects in the City and County of San Francisco and amend Ordinance  
7 Number 183-09 to reflect the addition of three (3) grant funded positions in the  
8 Department of the Environment.

9 Note: Additions are single-underline italics Times New Roman;  
10 deletions are ~~striketrough italics Times New Roman~~.  
11 Board amendment additions are double underlined.  
12 Board amendment deletions are ~~striketrough normal~~.

13 Be it ordained by the People of the City and County of San Francisco:

14 **Section 1. Findings**

15 The California Energy Commission's State Energy Program provides funds to eligible  
16 local governments for cost-effective energy efficiency projects based on a competitive  
17 selection process.

18 The City and County of San Francisco is eligible for funding under the California  
19 Energy Commission's State Energy Program.

20 The California Energy Commission's State Energy Program allows public agencies or  
21 non-profit entities to apply for funds on behalf of eligible local governments.

22 The San Francisco Department of the Environment collaborated with the Association of  
23 Bay Area Governments (ABAG) to submit a regional application to California Energy  
24 Commission's State Energy Program to implement the Retrofit Bay Area Program which  
25 includes energy efficiency projects in the City and County of San Francisco.

1           Based on the evaluation of applications, the California Energy Commission's State  
2 Energy Program selected the Association of Bay Area Governments (ABAG) to receive  
3 funding of \$10,750,000.00 for the Retrofit Bay Area Program.

4           The City and County of San Francisco will receive \$875,957.00 to implement energy  
5 efficiency projects as part of Retrofit Bay Area.

6           The City and County of San Francisco recognizes that it is vital for local, regional,  
7 state, and federal agencies to stimulate the economy; create and retain jobs; reduce fossil fuel  
8 emissions; reduce total energy usage; and improve energy efficiency.

9           The City and County of San Francisco has committed to an ongoing, coordinated effort  
10 to reduce the emissions that cause global warming, improve air quality, reduce waste, reduce  
11 energy use and save money.

12           The City and County of San Francisco is committed to reducing these community-wide  
13 greenhouse gas emissions by 20% below its 1990 levels by 2012.

14           In 2004, San Francisco's Department of the Environment and Public Utilities  
15 Commission released a "Climate Action Plan for San Francisco" identifying transportation,  
16 energy efficiency, renewable energy, and solid waste measures that could achieve significant  
17 greenhouse gas reductions.

18           The Climate Action Plan called for implementing energy efficiency programs and  
19 projects throughout the City.

20           The City and County of San Francisco has considered the application of the California  
21 Environmental Quality Act (CEQA) to the implementation of the proposed projects funded  
22 through this grant.

23           All projects undertaken with this funding are in compliance with the California  
24 Environmental Quality Act (CEQA), California Public Resources Code Section 21000.  
25

1 **Section 2. Authorization to Expend Funds.**

2 The grant budget includes provision for indirect costs of \$82,501.

3 The term of the grant will be from April 1, 2010 through March 31, 2012.

4 The Board of Supervisors hereby authorizes ABAG to accept a grant award on behalf  
5 of the City and County of San Francisco and to enter into all necessary contracts and  
6 agreements, and amendments thereto, on its behalf to implement and carry out energy  
7 efficiency projects.

8 The Department of the Environment is authorized to furnish whatever additional  
9 information or assurances the funding agency may request in connection with this grant, and  
10 to execute any and all agreements necessary to carry out the purpose of the grant and to  
11 Expend funds in execution of this project.

12 **Section 3. Grant-funded Position; Amendment to FY 2009-20010 Annual Salary**  
13 **Ordinance.**

14 The hereinafter designated sections and items of Ordinance No. 183-09 (Annual Salary  
15 Ordinance, FY 2009-2010) are hereby amended to ADD THREE (3) positions in the  
16 Department of the Environment, and reads as follows:

17 Department: ENV-22

18 Program: EVECEC-10

19 Subfund: 2S-ENV-ARA

20 Index Code: 220165


21

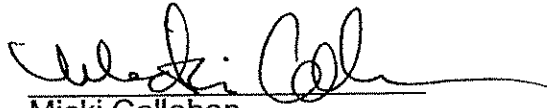
22 Amendment:	23 Number of Positions:	24 Class and Item No.:	25 Compensation Schedule:
Add	.25 FTE	5640 Environmental	\$2571 B \$3126

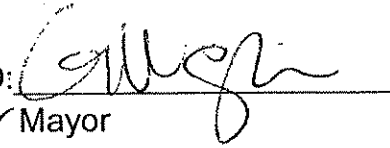
		Specialist	
	.2FTE	1632 Account Clerk	\$1881 B \$2287
	.125 FTE	5644 Senior Environmental Specialist	\$3410 B \$4145

APPROVED AS TO FORM:  
DENNIS J. HERRERA, City Attorney

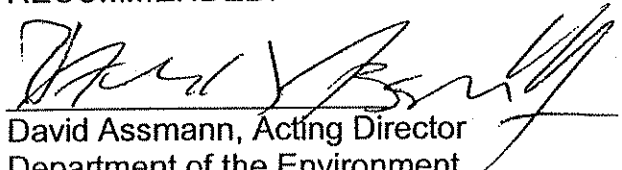
APPROVED AS TO CLASSIFICATION  
DEPARTMENT OF HUMAN RESOURCES

By:   
Thomas Owen  
Deputy City Attorney

By:   
Micki Callahan  
Director

APPROVED:   
for Mayor

APPROVED:   
for Ben Rosenfield  
Controller

RECOMMENDED:  
  
David Assmann, Acting Director  
Department of the Environment

File Number: 100471  
(Provided by Clerk of Board of Supervisors)

**Grant Information Form**  
(Effective January 2000)

Purpose: ASO Amendment with authorization for SF Environment to Expend grant funds

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

1. Grant Title: Retrofit Bay Area -San Francisco
2. Department: Department of the Environment (SF Environment)
3. Contact Person: Shawn Rosenmoss Telephone: 415-355-3746
4. Grant Approval Status (check one):  
 [ X ] Approved by funding agency                       [ ] Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$ 875,957.00
- 6a. Matching Funds Required: Yes                      \$ 348,000  
b. Source(s) of matching funds (if applicable): Matching funds are primarily being provided through the salaries of existing City staff, who will contribute to the project by performing task that are currently part of their regular duties, as well as being matched with foundation funding.
- 7a. Grant Source Agency: California Energy Commission's State Energy Program, which will be awarded to the Association of Bay Area Governments (ABAG) and sub-awarded to SF Environment  
b. Grant Pass-Through Agency (if applicable): Association of Bay Area Governments
8. Proposed Grant Project Summary:

The Association of Bay Area Governments is the lead in a regional effort to obtain funds from California Energy Commission's (CEC) State Energy Program (SEP), which are available to eligible local governments for cost-effective energy efficiency projects. The region-wide energy efficiency program will retrofit 17,000 homes (single family and multifamily) to achieve reduction in home energy consumption, while creating 1,730 home energy retrofit jobs. Members of the Steering Committee in charge of working with ABAG to create the proposal have agreed to a population-based allocation for each county-specific program. The proposed budget allocation for the City and County of San Francisco is \$875,957. Funds were awarded on February 10, 2020 and the CEC required that all counties participating in the project provide a resolution authorizing acceptance of the funds within 30 days of the funds being awarded. The Accept Resolution was passed (#60-10) and submitted to the funding entity as required.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: April 1, 2010                      End-Date: March 31, 2012

10. Number of new positions created and funded:  
There will be new positions created for this project, however, in order to meet the time constraints for obtaining legislative approval to accept the funds, the Department of the Environment submitted a resolution to Accept the funds, which has been approved by the Board of Supervisors (#10-60). SFE is now submitting an ASO Amendment Ordinance with orders to expend the funds as a separate document.





**San Francisco Department of the Environment - Retrofit SF Project**

**California Energy Commission-State Energy Program**

	Description	Other notes	California Energy Commission	Match	Total Project
<b>PERSONNEL</b>					
Principal Environmental Specialist 5644 Energy Manager	13%FTE	Grant funded for the length of the grant. Ensure integration with other efficiency retrofit and climate projects	\$ 28,080		\$ 28,080
Environmental Specialist 5640-Renewable Energy	50% FTE	Grant funded for the length of the grant. Manage project; coordinate with other City programs and staff; coordinate with other municipalities	\$ 81,276		\$ 81,276
Account Clerk 1632	20.5% FTE	Grant funded for the length of the grant. Assist with project implementation, data tracking reporting	\$ 24,379		\$ 24,379
<b>Subtotal Personnel</b>			<b>\$ 133,735</b>	<b>\$ -</b>	<b>\$ 133,735</b>
<b>Fringe</b>	<b>37%</b>		<b>\$ 49,517</b>	<b>\$ -</b>	<b>\$ 49,517</b>
<b>Total personnel</b>			<b>\$ 183,252</b>	<b>\$ -</b>	<b>\$ 183,252</b>
<b>CONTRACTUAL</b>					
Retrofit Installations		Will be contracted using standard City practices for securing professional services of issuing an RFP, etc	\$ 500,000		\$ 500,000
Quality Assurance Activities		Will be contracted using standard City practices for securing professional services of issuing an RFP, etc	\$ 25,000		\$ 25,000
Public Relations & Marketing Campaigns		Marketing, PR, Participant recruitment, Policy support. Will be contracted using standard City practices for securing professional services of issuing an RFP, etc. Match provided through existing SF Environment programs and services	\$ 85,204	\$ 148,000	\$ 233,204
Workforce Development		Curriculum and Training, recruit placement sites, coordinate with other City Workforce programs for placements, etc. Match provided with existing foundation grants which have been approved		\$ 200,000	
<b>Subtotal Contractual</b>			<b>\$ 610,204</b>	<b>\$ 348,000</b>	<b>\$ 958,204</b>
<b>TOTAL DIRECT COSTS</b>			<b>\$ 793,456</b>	<b>\$ 348,000</b>	<b>\$ 1,141,456</b>
<b>INDIRECT COSTS</b>	<b>10.45%</b>	Amount allowed by Funding Source. Rent, utilities, phones, mail, etc.	<b>\$ 82,501</b>	<b>\$ -</b>	<b>\$ 82,501</b>
<b>TOTAL PROJECT (Direct + Indirect)</b>			<b>\$ 875,957</b>	<b>\$ 348,000</b>	<b>\$ 1,223,957</b>

**NOTE: This is the total budget for a two-year grant and all budget line items are spread equally between the two years.**

**CALIFORNIA ENERGY COMMISSION**1516 NINTH STREET  
SACRAMENTO, CA 95814-5512

**NOTICE OF PROPOSED AWARD**  
California Comprehensive Residential Retrofit Program  
RFP # 400-09-403

**Proposed Contractors:**

SMUD  
Association of Bay Area Governments  
Regional Council of Rural Counties (CRHMFA Homebuyers Fund)  
The San Francisco Mayor's Office of Housing

**Total Amount of Proposed Contracts:**

\$50,212,451

**Final Scores and Rankings**

Company	Final Score	Ranking	ARRA Funds Requested
SMUD	316.67	1	\$ 19,969,421.00
Association of Bay Area Governments	297.00	2	\$ 10,750,000.00
Regional Council of Rural Counties (CRHMFA Homebuyers Fund)	293.67	3	\$ 16,500,001.00
The San Francisco Mayor's Office of Housing	290.00	4	\$ 2,993,029.00

County of Los Angeles	266.00	*	\$ 12,890,000.00
San Diego Association of Governments (SANDAG)	259.00	*	\$ 5,944,839.00
San Joaquin Valley Unified Air Pollution Control District	232.00	*	\$ 4,994,474.00
Association of Monterey Bay Area Governments	213.33	*	\$ 4,175,582.00
NoRTEC	201.33	*	\$ 8,669,473.00
Greener Dawn, Inc.	201.33	*	\$ 7,982,379.00
Western Riverside Council of Governments (WRCOG)	188.67	*	\$ 20,000,000.00
Roseville Electric, City of Roseville	172.33	*	\$ 2,355,000.00



Association of  
Bay Area Governments

# *Retrofit Bay Area:* Comprehensive Residential Building Retrofit Program

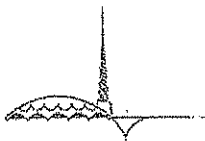
Volume 2, Technical Program Proposal and Cost Information  
Submitted to the California Energy Commission in response  
to RFP #400-09-403

December 21, 2009

**Submitted by**

Jerry Lahr, Energy Programs Manager  
Association of Bay Area Governments  
Joseph P. Bort MetroCenter  
101 8th Street  
Oakland, CA 94607

**In association with**



Requested Funding: \$10,750,000

\* To view full document  
Request file # 100471

## Table of Contents

<b>Program Executive Summary</b> .....	<b>1</b>
A. Program Design/Evaluation Criteria .....	3
B. Fund Leverage.....	5
C. Sustainability/Lasting Changes in the Market.....	8
D. Regional Approach .....	9
E. Quality Assurance.....	11
F. Conformance with California Law.....	13
G. Collaboration with National and State Programs .....	14
H. Targeting Economically Disadvantaged Areas.....	14
I. Verification of Energy Savings .....	15
J. Participant Recruitment and Communication .....	15
K. Program Cost Effectiveness.....	23
L. Team Organizational Structure .....	23
M. Workforce Development and Job Creation.....	26
N. Energy, Peak Demand, and GHG Emissions Reductions .....	27
O. Time Criticality .....	27
P. Program Transparency and Reporting .....	28
Q. Program Team Qualifications and Experience .....	30
<b>Scope of Work and Deliverables</b> .....	<b>33</b>
<b>Attachment 21: Budget (see attachment)</b> .....	<b>44</b>
<b>Attachment 5: References</b> .....	<b>45</b>
<b>Attachment 24: Letters of Support (see attachment)</b> .....	<b>54</b>