



**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** Brian Roberts, Dept. of Technology  
**DATE:** April 4, 2022  
**SUBJECT:** In-Kind Gift Acceptance Resolution  
**GRANT TITLE:** In-Kind Gift of Services from Monkeybrains

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Attached please find the original\* and 1 copy of each of the following:

- Proposed grant resolution; original\* signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant application
- Grant award letter from funding agency
- Ethics Form 126 (if applicable)
- Contracts, Leases/Agreements (if applicable)
- Other (Explain): Donor Valuation Letter

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Brian Roberts e-mail: brian.roberts@sfgov.org

Interoffice Mail Address: Dept. of Technology, 2<sup>nd</sup> Floor, 1 So. Van Ness Ave.

Certified copy required: Yes

No

**Recommendations of the Budget and Legislative Analyst  
For Amendment of Budget Items in the FY 2022-23 and FY 2023-24 Two-Year Budget**

DBI- Building Inspection		FY 2022-23						FY 2023-24					
		FTE		Amount		GF	1T	FTE		Amount		GF	1T
		From	To	From	To			From	To	From	To		
	<b>DBI-Administration</b>												
	Materials & Supplies Budget			\$17,000	\$12,000	\$5,000	x			\$12,000	\$12,000	\$0	
DBI-1		Reduce budgeted amount for materials and supplies due to historic underspending and continued recovery during the current phase of pandemic.											
	Professional and Specialized Svcs			\$500,000	\$400,000	\$100,000				\$500,000	\$400,000	\$100,000	
DBI-2		Reduce budgeted amount for professional and specialized services for records management due to historic underspending, insufficient justification, and to reflect actual need.											
	Professional and Specialized Svcs			\$515,000	\$415,000	\$100,000				\$515,000	\$415,000	\$100,000	
DBI-3		Reduce budgeted amount for professional and specialized services for management information systems due to historic underspending, insufficient justification, and to reflect actual need.											
	<b>DBI- Permit Services</b>												
	Materials & Supplies Budget			\$25,000	\$20,000	\$5,000	x			\$20,000	\$20,000	\$0	
DBI-4		Reduce budgeted amount for materials and supplies due to historic underspending and continued recovery during the current phase of pandemic.											
	<b>DBI- Inspection Services</b>												
	9993M Attrition Savings			(\$705,912)	(\$855,048)	\$149,136	x			(\$705,911)	(\$705,911)	\$0	
	Mandatory Fringe Benefits			(298,483)	(358,297)	\$59,814	x			(277,676)	(\$277,676)	-	
				<i>Total Savings</i>		\$208,950				<i>Total Savings</i>		\$0	
DBI-5		Increase attrition savings to reflect delays in hiring. The Department has 1.0 FTE vacant 6248 Electrical Inspector that has been vacant since March 21, 2020 and the Department is awaiting a list from DHR. Further, the Department had 14 vacancies as of March 31st in addition to positions being held to meet the Department's attrition savings budget target.											

**FY 2022-23**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$218,950	\$418,950
<b>Total</b>	<b>\$218,950</b>	<b>\$418,950</b>

**FY 2023-24**

Total Recommended Reductions		
One-Time	Ongoing	Total
General Fund	\$0	\$0
Non-General Fund	\$200,000	\$200,000
<b>Total</b>	<b>\$200,000</b>	<b>\$200,000</b>

GF = General Fund  
1T = One Time