

File No. 130469

Committee Item No. 6

Board Item No. 16

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Sub-Committee

Date: 06/05/2013

Board of Supervisors Meeting

Date: June 11, 2013

Cmte Board

- | | | |
|-------------------------------------|-------------------------------------|--|
| <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"/> | 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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

<input type="checkbox"/>	<input type="checkbox"/>	_____
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Completed by: Victor Young Date May 31, 2013

Completed by: Victor Young Date 6/6/13

1 [Accept and Expend Gift - EcoCenter - \$20,000]

2
3 **Resolution authorizing the Department of the Environment to retroactively accept and**
4 **expend a gift in the amount of \$20,000 from CH2MHill to build out the Department of the**
5 **Environment's EcoCenter at 1455 Market Street for an unspecified period starting**
6 **February 1, 2013.**

7
8 WHEREAS, CH2MHill has awarded a gift of \$20,000 to the Department of the
9 Environment of the City and County of San Francisco to build out its new EcoCenter at 1455
10 Market Street; and

11 WHEREAS, The EcoCenter will serve as a portal to environmental information and a
12 living example of energy efficiency and green building technology; and

13 WHEREAS, The EcoCenter will serve as a community meeting space to engage
14 residents, businesses and other municipal departments; and

15 WHEREAS, This outreach and engagement will help San Francisco meet its
16 sustainability goals; and

17 WHEREAS, CH2MHill is a long-time supporter of San Francisco's sustainability goals;
18 and

19 WHEREAS, The award does not include indirect costs; and

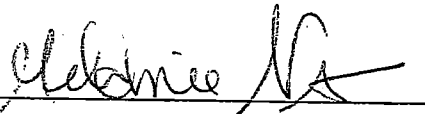
20 WHEREAS, There is no timeline specified in the gift; and

21 WHEREAS, The gift does not require an amendment to the Annual Salary Ordinance
22 (ASO); now, therefore, be it

23 **RESOLVED, That the Board of Supervisors authorizes the Department of the**
24 **Environment to accept and expend a gift of in the amount of \$20,000 from CH2MHill.**

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Recommended:



Department Head

Approved: 
Mayor

Approved: 
Controller, Grant Division

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: The Department of the Environment
DATE: March 1, 2013
SUBJECT: Accept and Expend Resolution for Private Gift
GRANT TITLE: EcoCenter at 1455 Market

Attached please find the original and 4 copies 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
- Other (Explain):

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Rachel Buerkle

Phone: 415-355-3704

Interoffice Mail Address:

Certified copy required Yes

No X

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

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: EcoCenter at 1455 Market
2. Department: Department of the Environment
3. Contact Person: Rachel Buerkle Telephone: 415-355-3704
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$20,000
- 6a. Matching Funds Required: \$ No
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: CH2MHill
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary:

Grant funding will be used to build out the Department of the Environment's EcoCenter at 1455 Market. As the City's environmental portal, the EcoCenter will serve as a community meeting space for the residential, commercial and municipal sectors. As one of the Department of the Environment's primary outreach tools, the EcoCenter will help San Francisco meet its environmental goals by engaging visitors in actions to make behavior changes that will benefit the city's environment

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

Start-Date: February 1, 2013 End-Date: NA

- 10a. Amount budgeted for contractual services: N/A
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?
d. Is this likely to be a one-time or ongoing request for contracting out?
- 11a. Does the budget include indirect costs? Yes No
b1. If yes, how much?
b2. How was the amount calculated?

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? \$-0- Indirect costs are calculated as a function of staff cost. This grant does not cover any staff costs.

12. Any other significant grant requirements or comments:

****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):

Existing Site(s)

Existing Structure(s)

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.

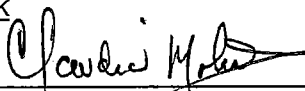
If such access would be technically infeasible, this is described in the comments section below:

Comments

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

Claudia Molina, Departmental ADA Coordinator, Payroll Personnel Clerk

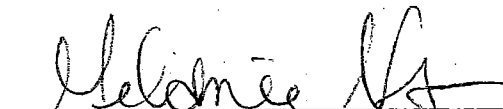
Date Reviewed: 2/22/13


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Melanie Nutter, Director, Department of the Environment

Date Reviewed: 2/25/2013


(Signature Required)

**San Francisco Department of the Environment - Gift from
CH2MHill to build out the EcoCenter at 1455 Market**

	Description	
Materials		
Materials	grant to be applied to reception desk, display stands, av equipment	\$20,000
		\$20,000
INDIRECT COSTS	not allowed by granting source	\$0
TOTAL INDIRECT COSTS		\$0
TOTAL PROJECT		\$20,000

From: Vijay.Kumar@CH2M.com [mailto:Vijay.Kumar@CH2M.com]

Sent: Tuesday, November 06, 2012 12:44 PM

To: Rosenmoss, Shawn

Subject: FW: 006INC SAN FRAN DEPT OF ENV \$20000

Dear Shawn,

As discussed earlier, we are delighted to provide \$20,000 to support of the EcoCenter at 1455 Market Street.

Vijay

Vijay Kumar, P.E.

Vice President & Bay Area Manager



CH2MHILL

155 Grand Avenue, Suite 800
Oakland, CA 94612

Direct Phone: 510 587 7577

Office Phone: 510 251 2888

Cell: 916 952 4997

Fax: 510 622 9071



SF Environment

Our home. Our city. Our planet.

A Department of the City and County of San Francisco



EDWIN M. LEE
Mayor

MELANIE NUTTER
Director

Vijay Kumar, P.E.
Vice President & Bay Area Manager
CH2MHill
150 Spear St, Suite 750
San Francisco, CA 94105

November 1, 2012

Dear Vijay,

Thank you for your generous sponsorship of SF Environment's new EcoCenter.

As the face of SF Environment, this 1000ft² environmental showcase is the first area visitors enter after stepping off the elevator into our new site at 1455 Market.

Our current EcoCenter at 11 Grove Street is truly the City's environmental portal. It serves as a community meeting space for the residential, commercial and municipal sectors and annually receives more than 7000 visitors. SF Environment hosts performing arts events, films, brown bags, quarterly art installations and openings, and international business and policy making delegations several times a month. We expect the new EcoCenter to be just as busy!

The new EcoCenter will feature information about emerging environmental trends and technologies. It will have LED computer displays providing access to SF Environment's program resources and real-time data on SF Environment's green office performance.

The first art installation will feature the work of David Gottfried. While many know him as the founder of the US Green Building Council, he is also an accomplished painter. We are very proud the EcoCenter will host his first public show.

Thank you again for supporting our work.

Sincerely,

Melanie Nutter
Director

