

File No. 200091

Committee Item No. 11

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date February 12, 2020

Board of Supervisors Meeting

Date \_\_\_\_\_

### Cmte Board

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input checked="" type="checkbox"/> | <input 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 type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | MOU  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission                 |
| <input checked="" 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 type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
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<input type="checkbox"/>	<input type="checkbox"/>	_____

Completed by: Linda Wong

Date February 7, 2020

Completed by: Linda Wong

Date \_\_\_\_\_

1 [Accept and Expend In-kind Grants - Ross Recreation - Playground Equipment and Materials  
2 Bay View Playground - \$180,000]

3 **Resolution authorizing the Recreation and Park Department to accept in-kind grants**  
4 **from Ross Recreation for playground equipment and materials for improvements to**  
5 **Bay View Playground valued up to \$180,000.**

6  
7 WHEREAS, The City and County of San Francisco owns Assessor's Parcel Block  
8 No. 5420, Lot 001, known as "Bay View Playground"; and

9 WHEREAS, The City, through the Recreation and Park Department (RPD), is  
10 responsible for operating and maintaining this property; and

11 WHEREAS, In 2012, Kaiser Permanente, working with Bayview community-based  
12 organizations and the San Francisco Public Health Foundation, established the Bayview  
13 Health Eating Active Living (HEAL) Zone to support active programming in the Bayview  
14 neighborhood; and

15 WHEREAS, To support the HEAL Zone goals, the San Francisco Public Health  
16 Foundation secured two in-kind grants of playground equipment and materials from Ross  
17 Recreation with a combined value of \$180,000, which it intends to give to RPD, to support  
18 improvements to the Bay View Playground ("Project"); and

19 WHEREAS, In 2016, the in-kind grants were set to expire and to prevent loss of these  
20 grants, the San Francisco Public Health Foundation secured two credits for equipment and  
21 materials with Ross Recreation with a combined value of \$180,000, which it intends to gift to  
22 the RPD for the Project; and

23 WHEREAS, On October 17, 2019, the Recreation and Park Commission adopted  
24 Resolution No. 1910-005 recommending that the Board of Supervisors authorize RPD to  
25

1 accept and expend the in-kind grants of playground equipment and the materials credits,  
2 which have a combined total of approximately \$180,000 (the "Grant"); and

3 WHEREAS, The Grant terms prohibit indirect costs in the grant budget; and

4 WHEREAS, The Grant will not require an amendment to the Annual Salary Ordinance;  
5 now, therefore, be it

6 RESOLVED, That the Board of Supervisors authorizes the RPD General Manager to  
7 Accept and Expend the Grants from Ross Recreation to support the purchase of playground  
8 equipment and materials for the Project; and, be it

9 FURTHER RESOLVED, That the Board of Supervisors hereby waives the inclusion of  
10 indirect costs in the grant budget; and

1 FURTHER RESOLVED, That the Board of Supervisors authorizes the RPD General  
2 Manager, and his or her designee, to conduct all negotiations, and execute and submit all  
3 documents, including but not limited to applications, agreements, amendments, payment  
4 requests and so on, related to the Grant that may be necessary for the completion of the  
5 Project.

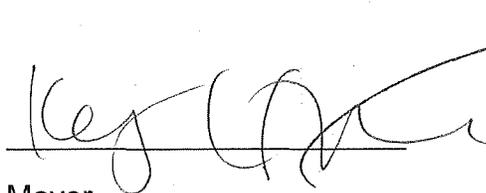
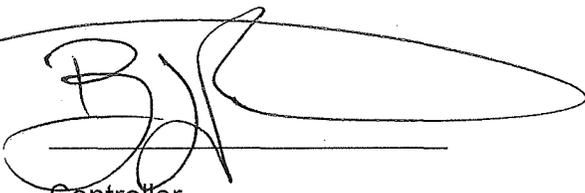
6  
7 Recommended:

8  
9   
10 \_\_\_\_\_

11 General Manager

12  
13 Approved:

Approved:

14  
15    
16 \_\_\_\_\_

17 Mayor

Controller

18 for

File Number: 200091  
(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 - In-Kind Grants for Playground Equipment and Material Credit.
2. Department: Recreation and Park

3. Contact Person: Toni Moran Telephone: (415) 581-2555

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: a combined total of up to \$180,000 in credit for equipment and materials from Ross Recreation

6a. Matching Funds Required: No

b. Source(s) of matching funds (if applicable): n/a

7a. Grant Source Agency: Ross Recreation

b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary: Playground equipment and materials for Bayview Playground

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

Start-Date March 16, 2015

End-Date: June 30, 2022

10a. Amount budgeted for contractual services: \$0

b. Will contractual services be put out to bid? The project construction cost will be put out to bid but the in-kind equipment and material credit will not.

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? No, the grant is an in-kind credit for equipment and material from Ross Recreation.

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

11a. Does the budget include indirect costs?  Yes  No

b1. If yes, how much? \$ N/A

b2. How was the amount calculated? N/A

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): This grant represents a grant-in-place for playground equipment credit.

c2. If no indirect costs are included, what would have been the indirect costs? Department and Division Overhead Costs related to project management, design services and other soft costs.

12. Any other significant grant requirements or comments: None.

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

Arfaraz Khambatta, CASP

(Name)

Disability Access Coordinator, San Francisco Public Works, Building Design and Construction

(Title)

Date Reviewed: 11/15/2019

  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

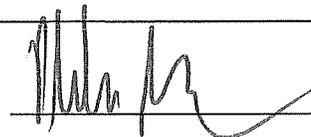
Philip A. Ginsburg

(Name)

General Manager, Recreation and Park Department

(Title)

Date Reviewed: 11-23-19

  
(Signature Required)

**Bay View Playground In-Kind Grant**

Ross Recreation Equipment, Inc.  
 100 Brush Creek Road, #206  
 Santa Rosa, California 95404  
 accounting@rossrec.com  
 707.538.3800

**Equipment Credit and Payment Records**

**INVOICE**

**Invoice Number** I10949  
**Date** 6/16/2017

**Bill To:**

San Francisco Public Health Foundation  
 375 Laguna Honda Blvd. B303  
 San Francisco, CA 94116

**Ship To:**

Bay View Playground AKA MLK Park  
 Carroll Avenue and 3rd Street  
 San Francisco, CA

re BayView Playground AKA MLK Pa

Customer Auth/PO #	Terms	Salesperson	Due Date
	100% On Order	SS	6/16/2017

Item	Description	Qty	Invoi...	Rate	Amount
Evos	Landscape Structures Evos Structure - for Ages 5-12. Design #3809 - with modifications to meet ADA requirements of the City of San Francisco -Estimated at 2018 pricing	1.00	1.00	66,910.00	66,910.00T
Independents-...	Landscape Structures Free Standing Play - FPD #1119 - includes 5" OD 8' high Arch Swing #221292 plus 2 belt seats with Proguard (galvanized) chains for 8' beam. Direct Bury. Estimated 2018 Pricing	1.00	1.00	2,885.00	2,885.00T
164075B	Double Bobble Rider, Direct Bury Estimated 2018 Pricing	2.00	2.00	1,806.00	3,612.00T
159459B	Playbooster Ring-a-Bell Panel Ground Level. Estimated 2018 Pricing	1.00	1.00	1,415.00	1,415.00T
173564B	Playbooster Optigear Panel Ground Level. Estimated 2018 Pricing	1.00	1.00	3,030.00	3,030.00T
177712B	Playbooster Color Splash Panel Ground Level. Estimated 2018 Pricing	1.00	1.00	2,688.00	2,688.00T
111404J	Playbooster 76" Aluminum Post for Ground Level. Estimated 2018 Pricing	6.00	6.00	226.00	1,356.00T
Freight	Freight - Play Equipment (LSI) 24 hr call	1.00	1.00	2,700.00	2,700.00
ForeverLawn	ForeverLawn "Academy" Playground Grass; to cover approximately 4000 square feet includes SafetyFoam underlay to accommodate a 96" high fall height, Antimicrobial Envirofill infill and installation supplies. 1-7/8" Blade Height, Field Green w/ secondary Turf Green/Tan blend. Estimated at 2018 pricing.	1.00	1.00	59,450.00	59,450.00T

Please Remit Payment to:  
 Ross Recreation Equipment, Inc.  
 100 Brush Creek Road, #206  
 Santa Rosa, CA 95404

<b>Subtotal</b>
<b>Sales Tax (8.5%)</b>
<b>Total</b>
<b>Payments/Credits</b>
<b>Balance Due</b>

Bay View Playground In-Kind Grant

Ross Recreation Equipment, Inc.  
 100 Brush Creek Road, #206  
 Santa Rosa, California 95404  
 accounting@rossrec.com  
 707.538.3800

Equipment Credit and Payment Records

# INVOICE

<b>Invoice Number</b>	I10949
<b>Date</b>	6/16/2017

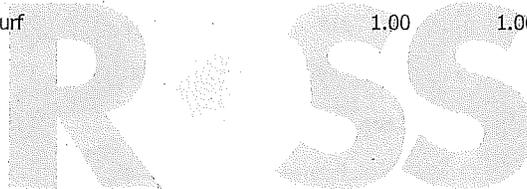
**Bill To:**  
 San Francisco Public Health Foundation  
 375 Laguna Honda Blvd. B303  
 San Francisco, CA 94116

**Ship To:**  
 Bay View Playground AKA MLK Park  
 Carroll Avenue and 3rd Street  
 San Francisco, CA

re BayView Playground AKA MLK Pa

Customer Auth/PO #	Terms	Salesperson	Due Date
	100% On Order	SS	6/16/2017

Item	Description	Qty	Invoi...	Rate	Amount
Install- Surfacing	Installation of approximately 4000 square feet of ForeverLawn Playground Grass Surfacing; includes nailer board around perimeter. See notes for exclusions.  Quoted at San Francisco Prevailing Wage Rate. Project DIR # needed for State Prevailing Wage	1.00	1.00	21,588.00	21,588.00
Freight	Freight - Forever Lawn Turf 24 hr call	1.00	1.00	2,300.00	2,300.00



Please Remit Payment to:  
 Ross Recreation Equipment, Inc.  
 100 Brush Creek Road, #206  
 Santa Rosa, CA 95404

<b>Subtotal</b>	\$167,934.00
<b>Sales Tax (8.5%)</b>	\$12,014.41
<b>Total</b>	\$179,948.41
<b>Payments/Credits</b>	-\$30,000.00
<b>Balance Due</b>	\$149,948.41

SAN FRANCISCO PUBLIC HEALTH FOUNDATION (Tax ID# 94-3117093)  
375 Laguna Honda Blvd. B303  
San Francisco, CA 941116  
PH 415-932-6383 • FAX 415-520-0471  
Email: [peardley@sfpublichealthfoundation.org](mailto:peardley@sfpublichealthfoundation.org)  
[www.sfpublichealthfoundation.org](http://www.sfpublichealthfoundation.org)

**PROGRAM DISBURSEMENT REQUEST FORM**

**Bayview HEAL Zone**

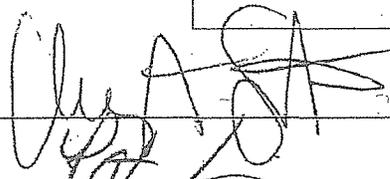
Date: 3-16-15  
Name of Payee: Ross Recreation Equipment Phone: 707-538-3800  
Address: 100 bush creek road, ste 206, santa rosa, ca95404  
Amount Requested: 30000 Date Needed: Next run  
Requested by: Christina Goette Phone: 581-2422  
Address: 30 vN ste 2300  
Purpose of Request: MLK park playground equipmetn

Check should be:  Mailed to the Payee  Mailed to the Requester

**EXPENSE CATEGORY**

Open Truth \_\_\_\_\_  
Salaries/EVHPF \_\_\_\_\_  
MLK Park \_\_\_\_\_ 30000  
Other \_\_\_\_\_

TOTAL 30000

Project Director or designee:   
DPH Deputy Director:   
(Deputy Director's signature is required for requests of \$1,500 or more.)

Date: 3-18-15  
Date: 3/23/15



Recreation Equipment

Building Community since 1973

# INVOICE

Invoice Number	Date
96589	3/16/2015

**Bill To:**

BayView HEAL Zone  
1625 Carroll Ave.  
San Francisco, CA 94124

**Ship To:**

Bay View Playground AKA MLK Park  
Carroll Avenue and 3rd Street  
San Francisco, CA

re Bay View Playground AKA MLK P

Customer Auth/PO #	Terms	Salesperson	Due Date
Deposit	100% On Order	SS	3/16/2015

Item	Description	Qty	Invoiced	Rate	Amount
Evos	Evos Structure - for Bay View Playground AKA MLK Park	1		27,586.21	27,586.21T

Please Remit Payment to:  
Ross Recreation Equipment, Inc.  
100 Brush Creek Rd. Suite #206  
Santa Rosa, CA 95404  
Phone # 707.538.3800  
Fax # 707.538.3826

Subtotal	\$27,586.21
Sales Tax (8.75%)	\$2,413.79
<b>Total</b>	<b>\$30,000.00</b>
Payments / Credits	\$0.00
<b>Balance Due</b>	<b>\$30,000.00</b>

www.rossrec.com      accounting@rossrec.com

# ACCOUNT STATEMENT



FIRST REPUBLIC BANK  
It's a privilege to serve you®

## Your Check Images-Continued Front

Page 14 of 33

SAN FRANCISCO PUBLIC HEALTH FOUNDATION 375 LAGUNA HONOLULU HI 96813 SAN FRANCISCO, CA 94116 415-554-6736		FIRST REPUBLIC BANK SAN FRANCISCO CA 94111 31-600-3116 31-617-7111	8478
PAY TO THE ORDER OF		Roots Recreation Equipment, Inc.	3/30/2015
		\$ 30,000.00	
		Thirty Thousand and 00/100	DOLLARS
Roots Recreation Equipment, Inc. 102 Beach Creek Rd Ste 209 Santa Rosa, CA 95403		<i>Jan [Signature]</i> <i>Pam Erdley</i>	
MICR Invoice No 95568			

## Back

Exchange Bank - Santa Rosa, CA 20150456 0101 00008 00088 ⑆121101030⑆	
--	--

Check # 8478 Date 4/7/2015 Amount \$30,000.00

**SAN FRANCISCO PUBLIC HEALTH FOUNDATION**

(Tax ID# 94-3117093)

375 Laguna Honda Blvd, Ste 8303 • San Francisco, CA 94116  
PH 415-504-6738 • FAX 415-520-0471

Email: paardley@sfpfh.org, apetroscva@sfpfh.org • www.sfpfh.org

**PROGRAM DISBURSEMENT REQUEST FORM**

**Bayview HEAL Zone 2.0**

Date: June 16, 2017

Name of Payee: Ross Recreation Equipment Phone: \_\_\_\_\_

Address: 100 Brush Creek Road, #206 Fax: \_\_\_\_\_

Santa Rosa, CA 95404 Email: \_\_\_\_\_

Amount Requested: \$149,948.41 Date Needed: asap

Requested by: Christina Goette Phone: 628-208-7630

Address: 25 Van Ness Ave, Ste 500

San Francisco, CA 94102

Purpose of Request: MLK PARK RENOVATIONS

Check should be:  Mail to Payee  Mail to Requester

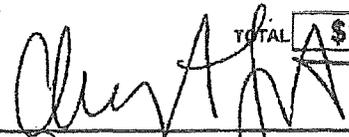
**Operating Expenses**

Meeting Expenses	\$ _____
Training/Conferences	\$ _____
Travel	\$ _____
Incentives	\$ _____
Office Supplies	\$ _____
Equipment	\$ _____
Communications	\$ _____
Printing	\$ _____

**Subcontracts/Consultants**

Action Fund - General	\$ _____
Action Fund - MLK Park	\$ <u>149,948.41</u>
Action Fund - Urban Ag	\$ _____
BVHPF	\$ _____
Food Access Support	\$ _____
SFUSD	\$ _____
Shuttle Pilot	\$ _____
Social Marketing	\$ _____
Stipends	\$ _____
Water Station	\$ _____
Consultants	\$ _____

TOTAL **\$149,948.41**

Project Director or designee:  Date: 6/16/2017

PHD Manager:  Date: 6/20/17

(A PHD Manager's signature is required for requests of \$1,000 or more.)

Attach original invoice(s) and receipt(s) to this Disbursement Request. Keep a copy of everything for your records.

(rev 9/16)

<b>SAN FRANCISCO PUBLIC HEALTH FOUNDATION</b> 375 LAGUNA HONDA BLVD. B 303 SAN FRANCISCO, CA 94118 415-504-5738		First Republic Bank SAN FRANCISCO CA 94111 11-4108-0010 11-0102/0710	12392
PAY TO THE ORDER OF <u>Ross Recreation Equipment, Inc.</u>		6/22/2017	\$**149,948.41
One Hundred Forty-Nine Thousand Nine Hundred Forty-Eight and 4/100		DOLLARS	
MEMO: Invoice No I10949		 <small>Tim McDowell 6/22/2017</small>	

Ross Recreation Equipment, Inc.	6/22/2017	12392
Program Expense:5050 · Subcontracts:5 MLK Park renovations		149,948.41

First Republic Checkin Invoice No I10949 149,948.41



1 Hallidie Plaza, Suite 808, San Francisco, CA 94102  
415-504-6738 || fax: 415-520-0471 || info@sfphf.org

November 6, 2019

San Francisco Recreation and Parks Department  
501 Stanyan St.  
San Francisco, CA 94117

It is with great pleasure that we grant the San Francisco Recreation and Parks Department playground equipment and materials credits valued at \$179,948.41. These credits are to be used for the Bay View Playground Project.

The SF Recreation and Parks Department can adjust the equipment and materials selected as necessary for the completion of the Project.

There is no expiration for these credits with Ross Recreation Equipment, Inc.

Please let us know if we can answer any questions about this grant award.

A handwritten signature in cursive script that reads 'Penny Eardley'.

Penny Eardley  
Executive Director



London N. Breed, Mayor  
Philip A. Ginsburg, General Manager

**TO:** Angela Calvillo, Clerk of the Board of Supervisors

**FROM:** Philip A. Ginsburg, General Manager  
Recreation and Park Department

**DATE:** November 15, 2019

**SUBJECT:** Contract for Subject Grant

**GRANT TITLE:** Bay View Playground In-kind Equipment Grant

---

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 Award Letter
- Grant Equipment Credit

**Special Timeline Requirements:** AE approval needed by February 2020

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

Name: Toni Moran

Phone: 415 581-2555

Interoffice Mail Address:

Certified copy required Yes

No

(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).

OFFICE OF THE MAYOR  
SAN FRANCISCO



RECEIVED LONDON N. BREED  
BOARD OF SUPERVISORS MAYOR  
SAN FRANCISCO

2020 JAN 28 PM 4:22

*SK*

*SK*

TO: Angela Calvillo, Clerk of the Board of Supervisors  
FROM: Sophia Kittler  
RE: Accept and Expend - In-kind Grants valued up-to-\$180,000- Bay View  
Playground  
DATE: Tuesday, January 28, 2020

---

**Resolution authorizing the Recreation and Park Department to accept in-kind grants valued up-to-\$180,000 for Bay View Playground.**

Please note that Supervisor Walton is a cosponsor of this item.

Should you have any questions, please contact Sophia Kittler at 415-554-6153.