

File No. 130972

Committee Item No. 8

Board Item No. 18

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date: 10/09/2013

Board of Supervisors Meeting

Date: October 22, 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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

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Completed by: Victor Young Date October 4, 2013

Completed by: Victor Young Date 10/26/13

1 [Accept and Expend Grant - FY2013 Lead Hazard Reduction Demonstration Grant Program --
2 \$3,000,000]

3 **Resolution retroactively authorizing the Mayor's Office of Housing and Community**
4 **Development to accept and expend a grant from the U.S. Department of Housing and**
5 **Urban Development for FY2013 Lead Hazard Reduction Demonstration Program in the**
6 **amount of \$3,000,000 and to expend associated program income not to exceed**
7 **\$200,000 for the period of August 1, 2013, through July 31, 2016.**

8 WHEREAS, The U.S. Department of Housing and Urban Development (HUD) has
9 awarded a Fiscal Year 2013 Lead Hazard Control Grant to the City and County of San
10 Francisco (the City) in the amount of \$3,000,000 (the Grant), for a period of not more than
11 thirty-six months for the purpose of controlling lead based paint in eligible rental housing units
12 and homeowner occupied housing units constructed before 1978; and

13 WHEREAS, On August 1, 2013 the Director of the Mayor's Office of Housing and
14 Community Development (MOHCD) entered into an agreement with HUD to accept the Grant;
15 and

16 WHEREAS, Under the Grant agreement HUD requires the City to submit its
17 performance benchmarks and proposed budget within 60 days for HUD review and approval,
18 and to commence operation of the lead hazard reduction demonstration program funded by
19 the Grant no later than October 1, 2013; and

20 WHEREAS, MOHCD has prepared the performance benchmark schedule and
21 proposed budget for the use of the Grant on file with the Clerk of the Board of Supervisors in

22 File No. 130972, which is hereby declared to be a part of this resolution as if set forth fully
23 herein; and

24 WHEREAS, The proposed budget includes existing and expected program income not
25 to exceed \$200,000 and indirect costs at a rate of 15%; and

1 WHEREAS, The matching funds of 30% required for the Grant have previously been
2 approved by the Board as part of the Community Development Block Grant Budget, the
3 Childhood Lead Poisoning Grant Budget, and the 2013-14 Annual Appropriation Ordinance;
4 and

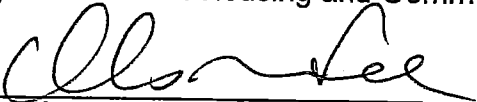
5 WHEREAS, No amendment to the 2013-2014 Annual Salary Ordinance is required
6 with the acceptance of this Grant; now, therefore, be it

7 RESOLVED, That the Board of Supervisors hereby authorizes the Director of MOHCD
8 or his designee, on the behalf of the City, retroactively to accept and to expend the Grant and
9 any program income associated with the Grant; and, be it

10 FURTHER RESOLVED, That the Director of MOHCD or his designee is hereby
11 authorized to submit documentation and certifications required by HUD on behalf of the City.
12

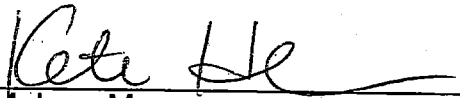
13 Recommended:

14 Mayor's Office of Housing and Community Development

15 

16 Olson Lee, Director

17 Approved:

18 

19 Edwin M. Lee, Mayor

20 
21 For Ben Rosenfield, Controller

**MAYOR'S OFFICE OF HOUSING AND
COMMUNITY DEVELOPMENT
CITY AND COUNTY OF SAN FRANCISCO**



EDWIN M. LEE
MAYOR

OLSON LEE
DIRECTOR

MEMORANDUM

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Olson Lee, Director
Date: September 3, 2013
Subject: Accept and Expend Resolution
Grant Title: FY13 Lead Hazard Reduction Demonstration Grant

The Mayor's Office of Housing and Community Development (MOHCD) has received an award from the U.S. Department of Housing and Urban Development (HUD) Office of Healthy Homes and Lead Hazard Control in the amount of \$3,000,000. The award will be used to implement and administer the Mayor's Office of Housing Lead Program which will remediate lead-based paint hazards in approximately 110 units of pre-1978, privately owned housing for low-income families.

Attached please find the original and 2 copies of each of the following:

- Proposed grant resolution
- Grant information form, including disability checklist
- Ethics Form 126
- Grant award letter from funding agency
- Grant Agreement - HUD form 1044
- Grant budget
- Grant performance benchmarks

Departmental representative to receive a copy of the adopted resolution:

Name: Sonia Delgado-Schaumberg
Phone: 701-5540
Interoffice Mail Address: sonia.delgado-schaumberg@sfgov.org
Certified copy required Yes No

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:** FY2013 Lead Hazard Reduction Demonstration Grant Program
- 2. **Department:** Mayor's Office of Housing and Community Development
- 3. **Contact Person:** Sonia Delgado-Schaumberg Telephone: 415-701-5540

4. **Grant Approval Status (check one):**
 Approved by funding agency Not yet approved

5. **Amount of Grant Funding Approved or Applied for:** \$3,000,000

6a. **Matching Funds Required:** \$900,000 over a three year grant period
b. **Source(s) of matching funds (if applicable):** Community Development Block Grant funds (75% of match) and in-kind support from the Department of Public Health (25% of match)

7a. **Grant Source Agency:** US Department of Housing and Urban Development
b. **Grant Pass-Through Agency (if applicable):** N/A

8. **Proposed Grant Project Summary:**
The award will be used to implement and administer the Mayor's Office of Housing and Community Development Lead Hazard Reduction Demonstration Grant Program. The program will provide grants to property owners to remediate lead-based paint hazards in pre-1978, privately owned housing for low-income families. The program also will provide outreach and education for the prevention of lead poisoning in children ages six and younger.

9. **Grant Project Schedule, as allowed in approval documents, or as proposed:**
Start-Date: August 1, 2013 End-Date: July 31, 2016

10a. **Amount budgeted for contractual services:** \$329,200

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?** Yes

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

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

b1. **If yes, how much?** \$164,957.93 from the grant
b2. **How was the amount calculated?** The grantor allows a maximum of 15% of salary and fringe expenditures to be included for indirect costs.

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?

12. Any other significant grant requirements or comments: HUD requires quarterly progress reports

****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 checked="" type="checkbox"/> Existing Structure(s) | <input 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:

Eugene Flannery
(Name)

Environmental Compliance Manager
(Title)

Date Reviewed: 8-30-13

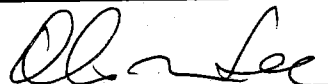

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Olson Lee
(Name)

Director
(Title)

Date Reviewed: 8-29-13


(Signature Required)



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-3000

OFFICE OF HEALTHY HOMES AND
LEAD HAZARD CONTROL

June 19, 2013

City and County of San Francisco
Mayor's Office of Housing
Attn: Mr. Olson Lee, Director
1 South Van Ness Avenue, 5th Floor
San Francisco, CA 94103-1267

Dear Mr. Lee :

The Department of Housing and Urban Development is pleased to announce that your application that was submitted in response to the **Office of Healthy Homes and Lead Hazard Control's (OHHLHC's) Fiscal Year 2013 – Lead Hazard Reduction Demonstration Program**, Notice of Funding Availability has been selected for a grant award.

The OHHLHC's goal is to negotiate and obligate this grant before **August 1, 2013**. I will be your Grant Officer for negotiating and awarding this grant and I will be contacting you shortly to begin negotiations. In preparation for this, I encourage you to contact the Project Director that you designated in your application to review your proposed budget and work plan. If any circumstances have changed since the application was originally submitted, you should be prepared to discuss this during negotiations. Your Project Director will also be contacted in the next few days by a Government Technical Representative to provide technical assistance and review the special terms of this award.

Congratulations on your award. My office looks forward to assisting you in implementing the program so that, together, we can protect children from residential health and safety hazards.

Sincerely,

A handwritten signature in black ink that reads "Victoria L. Jackson".

Victoria Jackson
Grants Officer

cc:
Sonia Delgado-Schaumberg, Program Manager
Bill Nellis, Grant Technical Representative
Karen Griego, Field Representative

Assistance Award/Amendment

U.S. Department of Housing and
Urban Development
Office of Administration

1. Assistance Instrument <input type="checkbox"/> Cooperative Agreement <input checked="" type="checkbox"/> Grant		2. Type of Action <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment	
3. Instrument Number CALHD0249-13		4. Amendment Number	
5. Effective Date of this Action See Block #20		6. Control Number	
7. Name and Address of Recipient City and County of San Francisco Mayor Office of Housing 1 South Van Ness Avenue, 5th Floor San Francisco, CA 94103-1267		8. HUD Administering Office HUD, Office of Healthy Homes and Lead Hazard Control 451 Seventh Street, SW Room 8236 Washington, DC 20410	
8a. Name of Administrator Victoria Jackson		8b. Telephone Number (202) 402-3167	
10. Recipient Project Manager Ms. Sonia Delgado-Schaumberg, (415) 701-5540; sonia.delgado-schaumberg@sfgov.org		9. HUD Government Technical Representative Bill Nellis, (202) 402-7684	
11. Assistance Arrangement <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input type="checkbox"/> Fixed Price		12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse	
13. HUD Payment Office U.S. Dept. of HUD CFO Accounting Center, 6AF 801 Cherry St., Unit #45 Ste. 2500 Fort Worth, TX 76102			
14. Assistance Amount		15. HUD Accounting and Appropriation Data	
Previous HUD Amount \$0.00		15b. Reservation number	
HUD Amount this action \$3,000,000.00		8613/140174 LRLR/LHD - \$3,000,000.00	
Total HUD Amount \$3,000,000.00		Amount Previously Obligated \$0.00	
Recipient Amount \$900,000.00		Obligation by this action \$3,000,000.00	
Total Instrument Amount \$3,900,000.00		Total Obligation \$3,000,000.00	

16. Description
Employer identification: 946000417 DUNS: 703842550000 Program: LHD

This instrument sets forth the agreement between the parties as to all terms and conditions and provisions herein. By signing this award document, the Grantee certifies that it is in compliance with all administrative and financial provisions of this award. This grant instrument consists of the following, some of which are incorporated by reference:

- Cover Page, HUD 1044
- Schedule of Articles
- Statement of Work/Work Plan/Benchmark Standards
- Lead Hazard Control Program Policy Guidance Issuances
- Grantee's financial and technical proposal
- Mutually agreed and negotiated proposal changes
- Abstract of grant activities
- OMB Circular A-102, which was implemented by 24 CFR 85
- OMB Circular A-110, which was implemented by 24 CFR 84 found at http://www.whitehouse.gov/omb/circulars_default
- OMB Circular A-133, which was implemented by 24 CFR 84 and 85

Period of Performance: August 1, 2013 through July 31, 2016 (36 months)

17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office		18. <input type="checkbox"/> Recipient is not required to sign this document.	
19. Recipient (By Name) <i>[Signature]</i>		20. HUD (By Name) Victoria Jackson, Grant Officer	
Signature & Title Alison Lee, Director	Date (mm/dd/yyyy) 7/26/2013	Signature & Title <i>[Signature]</i>	Date (mm/dd/yyyy) 7/29/13

form HUD-1044 (8/90)
ref. Handbook 2210.17

Grant Application Detailed Budget Worksheet

Name and Address of Applicant:

City and County of San Francisco
 Lead Program - Mayor's Office of Housing
 1 South Van Ness, 5th Floor
 San Francisco CA 94103

Public reporting burden for the collection of information is estimated to average 3 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect the information unless it is required to complete the form, unless it displays a currently valid OMB control number. Information collected will provide proposed budget data for multiple HUD Ordinances. HUD will use the information in the selection of applicants. Responses to this request form are held confidential.

Category	Detailed Description of Budget (for full grant period)	HUD Share								State Share		Program Income	
		HUD Share	Applicant Match	Other HUD Funds	Other HUD Funds	Other Federal Share	Local/Tribal Share	Other	State Share	Local/Tribal Share	Other		
1. Personnel (Direct Labor)													
Administration													
Program Director		498	8%	\$68	\$33,797.44		\$33,797.44						
DPH Public Health Manager		336	5%	\$60	\$20,056.85		\$20,056.85						
Fiscal Analyst		1,653	26%	\$45	\$73,639.47		\$73,639.47						
Environmental Officer		40	1%	\$53	\$2,114.40		\$2,114.40						
Monitoring & Compliance Manager		248	4%	\$45	\$11,045.92		\$11,045.92						
Total Administration Direct Labor					\$140,654.08		\$140,654.08					\$0	
Program													
Program Manager		4,680	75%	\$53	\$247,394.80		\$247,394.80						
Environmental Officer		300	5%	\$53	\$15,858.00		\$15,858.00						
DPH Public Health Case Manager		1,008	16%	\$37	\$37,345.85		\$37,345.85						
Intake Coordinator		3,720	60%	\$31	\$113,832.00		\$113,832.00						
Underwriter		4,464	72%	\$38	\$171,774.72		\$171,774.72						
Housing Specialist		3,520	56%	\$45	\$156,780.80		\$156,780.80						
Housing Specialist		4,400	71%	\$45	\$195,976.00		\$195,976.00						
Housing Specialist		440	7%	\$53	\$23,258.40		\$23,258.40						
Total Program Direct Labor					\$982,210.57		\$982,210.57					\$0	
Total Direct Labor					\$1,102,864.65		\$1,102,864.65					\$0	
2. Fringe Benefits													
Administration													
Retirement (SFPERS)		20.00%		\$140,654	\$28,130.82	\$15,150.77	\$12,980.04						
Other (FICA/Medicare, UI)		7.66%		\$140,654	\$11,055.41	\$5,954.25	\$5,101.16						
Health (thin.dep.cov.dental, T dis)		18.14%		\$140,654	\$25,514.65	\$13,741.75	\$11,772.90						
Total Administration Fringe					\$64,700.88	\$34,846.78	\$29,854.10					\$0	
Program													
Retirement (SFPERS)		20.00%		\$982,211	\$192,442.11	\$135,495.98	\$56,946.13						
Other (FICA/Medicare, UI)		7.66%		\$982,211	\$75,629.75	\$53,249.82	\$22,379.83						
Health (thin.dep.cov.dental, T dis)		18.14%		\$982,211	\$174,545.00	\$122,894.86	\$51,650.14						
Total Program Fringe					\$442,616.86	\$311,640.76	\$130,976.10					\$0	
Total Direct Fringe					\$507,317.74	\$346,487.54	\$160,830.20					\$0	
3. Travel													
3a. Transportation - Local Private Vehicle													
Travel to Job Sites		Mileage		Rate per Mile	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other HUD Funds	Other Federal Share	Local/Tribal Share	Other	Program Income
					\$0.00	\$0.00	\$0.00						
Subtotal - Trans - Local Private Vehicle					\$0.00	\$0.00	\$0.00						

Grant Application Detailed Budget Worksheet

Detailed Description of Budget												
3b. Transportation - Airfare (show destination)	Trips		Fare	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
HUD Training (2 persons)	3		\$1,500	\$4,500.00	\$4,500.00							
Lead Conferences	3		\$1,500	\$4,500.00	\$4,500.00							
Subtotal - Transportation - Airfare				\$9,000.00	\$9,000.00							
3c. Transportation - Other	Quantity		Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Subtotal - Transportation - Other												
3d. Per Diem or Subsistence (indicate location)	Days		Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
HUD Training (2 persons)	5		\$300	\$1,500.00	\$1,500.00							
Lead Conferences	13		\$300	\$4,500.00	\$4,500.00							
Subtotal - Per Diem or Subsistence				\$6,000.00	\$6,000.00							
Total Travel Cost				\$15,000.00	\$15,000.00	\$0.00	\$0	\$0	\$0	\$0	\$0	\$0
4. Equipment (Only items over \$5,000 Depreciated value)	Quantity		Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Total Equipment Cost												

###

Grant Application Detailed Budget Worksheet

Detailed Description of Budget

Detailed Description of Budget												
5. Supplies and Materials (Items under \$5,000 Depreciated Value)	Quantity		Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
5a. Consumable Supplies												
Community Outreach materials	9		\$500	\$4,500.00		\$4,500.00						
Education Materials	9		\$500	\$4,500.00		\$4,500.00						
Program Supplies				\$13,568.14		\$13,568.14						
Subtotal - Consumable Supplies				\$22,568.14	\$0.00	\$22,568.14						
5b. Non-Consumable Materials	Quantity		Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Printing and software			\$5,000	\$5,000.00		\$5,000.00						
Subtotal - Non-Consumable Materials				\$5,000.00	\$0.00	\$5,000.00						

Total Suppliers and Materials Cost					\$27,568.14	\$0.00	\$27,568.14											
6. Consultants (Type)		Days	Rate per Day	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other								
Total Consultants Cost				\$0.00	\$0.00													
7. Contracts and Sub-grantees (List Individually)		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other								
Mission Economic Development Agency				\$60,000.00	\$60,000.00													
Total Subcontracts Cost				\$60,000.00	\$60,000.00	\$0.00												

Grant Application Detailed Budget Worksheet

		Detailed Description of Budget																
		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other								
B. Construction Costs																		
Ba. Administrative and legal expenses																		
Subtotal - Administrative and legal expenses																		
Bb. Land, structures, rights-of-way, appraisal, etc		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other								
Subtotal - Land, structures, rights-of-way, ...																		
Bc. Relocation expenses and payments		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other								
Subtotal - Relocation expenses and payments																		
Bd. Architectural and engineering fees		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other								
Subtotal - Architectural and engineering fees				\$0.00														
Be. Other architectural and engineering fees		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other								
Subtotal - Other architectural and engineering fees																		

Subtotal - Other architectural and engineering fees

Grant Application Detailed Budget Worksheet

Category	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other	Program Income
8f. Project inspection fees										
Subtotal - Project inspection fees										
8g. Site work										
Subtotal - Site work										
8h. Demolition and removal										
Subtotal - Demolition and removal										
8i. Construction										
Subtotal - Construction										
8j. Equipment										
Subtotal - Equipment										
8k. Contingencies										
Subtotal - Contingencies										
8l. Miscellaneous										
Subtotal - Miscellaneous										
Total Construction Costs										
Grant Application Detailed Budget Worksheet										
9. Other Direct Costs										
Lead Hazard Control Remediation	110	\$13,636	\$1,500,000.00	\$1,340,183.37	\$159,816.63					
Relocation of Occupants	60	\$799	\$47,925.01	\$47,925.01	\$10,000.00					
B.L. Testing	200	\$50	\$10,000.00							
Inspection/Risk Assessment	135	\$750	\$101,250.00	\$101,250.00						
Project Monitoring	110	\$895	\$76,450.00	\$76,450.00						
Clearances	110	\$300	\$33,000.00	\$33,000.00						
Lab Fees	120	\$300	\$36,000.00	\$36,000.00						
Emergency Cleanings	45	\$500	\$22,500.00	\$22,500.00						

10. Indirect Costs	Type	Rate	Base	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other	Program Income
Total FTE		15.00%	\$1,610,182	\$211,527.09	\$164,957.93	\$46,569.16					
Operating Costs per salary/fringe											
Total Indirect Costs				\$211,527.09	\$164,957.93	\$46,569.16	\$0	\$0	\$0	\$0	\$0
Total Estimated Costs				\$3,900,000.00	\$3,000,000.00	\$900,000.00	\$0	\$0	\$0	\$0	\$0
Total Direct Costs				\$3,688,472.91	\$2,835,042.07	\$853,430.84	\$0	\$0	\$0	\$0	\$0
Total Other Direct Costs				\$1,975,722.39	\$1,660,320.75	\$315,401.64	\$0	\$0	\$0	\$0	\$0
City Attorney Costs			\$7,843	\$7,843.21	\$3,012.37	\$4,830.84					
Other DPH In-kind											
Marketing and Outreach				\$40,754.17	\$40,754.17	\$40,754.17					
Inspection & Violations Issuance				\$100,000.00	\$100,000.00	\$100,000.00					

Grant Application Detailed Budget Worksheet
Detailed Description of Budget

Analysis of Total Estimated Costs	Estimated Cost	Percent of Total
1 Personnel (Direct Labor)	\$1,102,864.65	28%
2 Fringe Benefits	\$507,317.74	13%
3 Travel	\$15,000.00	0%
4 Equipment	\$0.00	0%
5 Supplies and Materials	\$27,568.14	1%
6 Consultants	\$0.00	0%
7 Contracts and Sub-Grantee	\$60,000.00	2%
8 Construction	\$0.00	0%
9 Other Direct Costs	\$1,975,722.39	50%
10 Indirect Costs	\$211,527.09	6%
Total:	\$3,900,000.00	100%
HUD (OH/HHC) Share:	\$3,000,000.00	
Match (as percentage of HUD Share)	30%	

ADMIN	HUD Grant	9.69%
DIRECT COSTS	\$290,558.57	88.31%
OTHER DIRECT COSTS	\$2,649,441.43	2.00%
TOTAL GRANT	\$3,000,000.00	100.00%

CDDB Match	\$675,437.88
DPH In-kind	\$224,562.12
	\$900,000.00

**WORK PLAN DEVELOPMENT WORKSHEET WITH MINIMUM BENCHMARK PERFORMANCE STANDARDS
FOR 36-MONTH PERIOD OF PERFORMANCE**

Lead Hazard Reduction Demonstration Grant Program												OMB Approval Number 2539-0015.(exp 11/30/2010)		
* Grant Number:	Grantee Organization:				* Period of Performance:									
	Mayor's Office of Housing													
ACTIVITY	** 1QGY1	2QGY1	3QGY1	4QGY1	1QGY2	2QGY2	3QGY2	4QGY2	1QGY3	2QGY3	3QGY3	4QGY3	1QGY4	
	1	2	3	4	5	6	7	8	9	10	11	12		
Applicant Capacity (0-120 days)														
Staff Hired	→													
Approved Environmental Review and Release of Funds	→													
Written Policies and Procedures	→													
Healthy Homes Implementation Units in Grant Agreement = 100														
Units Evaluated:			→											
Performance Standard		5%	15%	25%	45%	55%	65%	75%	85%	95%	100%			
Work Plan Milestone		7	20	33	59	72	85	98	111	124	130			
% Planned														
Actual # Completed														
Actual % Completed														
Units in Progress														
Units Completed and Cleared:			→											
Performance Standard			2%	5%	15%	30%	45%	55%	65%	85%	95%	100%		
Work Plan Milestone			2	6	17	33	50	61	72	94	105	110		
% Planned														
Actual # Completed														
Actual % Completed														
Cumulative LOCCS DRAWDOWNS Grant Award Amount =			→											
Performance Standard				5%	10%	15%	20%	30%	45%	60%	80%	95%	100%	
LOCCS Drawdown Work Plan Milestone				\$ 150,000	\$ 300,000	\$ 450,000	\$ 600,000	\$ 900,000	\$ 1,350,000	\$ 1,800,000	\$ 2,400,000	\$ 2,500,000	\$ 3,000,000	
% Planned														
Actual LOCCS Drawdown														
Actual Cumulative LOCCS Drawdown %														
Community Outreach / Education / Training														
Community Outreach and Education Work Plan Milestone					2			2			2			
Community Outreach and Education Milestone Achieved														
Skills Training Work Plan Milestone					1			1			1			
Skills Training Milestone Achieved													100%	
Performance Measured Against Approved Work Plan Milestones													→	
Close-Out														
* Leave Grant Number and Period of Performance blank at time of application														
** Q = Quarter; GY = Grant Year														

OFFICE OF THE MAYOR
SAN FRANCISCO



EDWIN M. LEE

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
OCT -1 PM 3:21
le

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: *Ed* Mayor Edwin M. Lee *EL*
RE: Retroactive Accept and Expend – FY2013 Lead Hazard Reduction
Demonstration Grant Program -- \$3,000,000
DATE: October 1, 2013

Attached for introduction to the Board of Supervisors is the resolution authorizing the Mayor's Office of Housing and Community Development to retroactively accept and expend a grant from the U.S. Department of Housing and Urban Development for lead-based paint hazard reduction in the amount of \$3,000,000 and to expend associated program income not to exceed \$200,000.

I request that this item be calendared in Budget and Finance Committee.

Should you have any questions, please contact Jason Elliott (415) 554-5105.

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Members, Board of Supervisors	City elective office(s) held: Members, Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Twegbe Inc.	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i> Sorbtor Twegbe, Sole Proprietor	
Contractor address: 197 Highland Avenue, San Francisco, CA 94110	
Date that contract was approved: <i>(By the SF Board of Supervisors)</i>	Amount of contracts: \$300,000
Describe the nature of the contract that was approved: Twegbe, Inc. will perform project monitoring for lead hazard reduction remediation work of participating properties that include privately owned single family homes and tenant occupied multi-family properties.	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed