File No	130972	_ Committee Item No	8	
		Board Item No.	18	

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

·	AGENDA PACKET CON	IENIS LIST
Committee	Budget and Finance Committee	Date: 10/09/2013
Board of S	upervisors Meeting	Date: Detore 11, 201
	Motion Resolution Ordinance Legislative Digest Budget and Legislative Analyst Legislative Analyst Report Youth Commission Report Introduction Form Department/Agency Cover Lette MOU Grant Information Form Grant Budget Subcontract Budget Contract/Agreement Form 126 – Ethics Commission Award Letter	er and/or Report
	Application Public Correspondence	
OTHER	(Use back side if additional spa	ce is needed)
	by: Victor Young by: Victor Young	Date October 4, 2013 Date October 4, 2013

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

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

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

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

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

WHEREAS, MOHCD has prepared the performance benchmark schedule and proposed budget for the use of the Grant on file with the Clerk of the Board of Supervisors in File No. 130972, which is hereby declared to be a part of this resolution as if set forth fully herein; and

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

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

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

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

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

Recommended:

Mayor's Office of Housing and Community Development

Olson Lee, Director

Approved:

Edwin M. Lee, Mayor

Ben Rosenfield, Controller

Mayor's Office of Housing and Community Development BOARD OF SUPERVISORS

Page 2 September 10, 2013

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



EDWIN M. LEE MAYOR

> OLSON LEE DIRECTOR

	MEMORANDUM	
То:	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:

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

	Number:	of Board of Supervisors)	
		Grant Resolution (Effective	Information Form July 2011)
•	ose: Accompan nd grant funds.	• •	resolutions authorizing a Department to accept and
The f	following descri	bes the grant referred to in the acco	empanying resolution:
1. G	Frant Title:	FY2013 Lead Hazard Reduction I	Demonstration Grant Program
2. [epartment:	Mayor's Office of Housing and Co	ommunity Development
3. C	ontact Person	: Sonia Delgado-Schaumberg	Telephone: 415-701-5540
4. G	rant Approval	Status (check one):	
	[X] Approved	l by funding agency	[] Not yet approved
5. A	mount of Gran	t Funding Approved or Applied fo	or: \$3,000,000
b. S			\$900,000 over a three year grant period Community Development Block Grant funds (75% ublic Health (25% of match)
		gency: US Department of Housingough Agency (if applicable): N/A	g and Urban Development
The Dev prop	award will be uselopment Lead berty owners to	Hazard Reduction Demonstration C remediate lead-based paint hazard am also will provide outreach and ed	e Mayor's Office of Housing and Community Grant Program. The program will provide grants to s in pre-1978, privately owned housing for low-income ducation for the prevention of lead poisoning in children
9. G		chedule, as allowed in approval de: August 1, 2013 End-Date:	ocuments, or as proposed: July 31, 2016
10a.	Amount budge	eted for contractual services:	\$329,200
b.	Will contractu	al services be put out to bid?	Yes
, - ¯C.		tract services help to further the (3E) requirements?	goals of the Department's Local Business Yes
d.	ls this likely t	o be a one-time or ongoing reque	est for contracting out? One-time
11a.	Does the budg	get include indirect costs?	[X] Yes [] No
b2			\$164,957.93 from the grant r allows a maximum of 15% of salary and fringe

[] Not allowed by gran [] Other (please explain c2. If no indirect costs a	nting agency [] To maxir	mize use of grant funds on direct services
12. Any other significant g	rant requirements or comments	: HUD requires quarterly progress reports
**Disability Access Checkli Forms to the Mayor's Office		a copy of all completed Grant Information
13. This Grant is intended for	activities at (check all that apply):	
[] Existing Site(s) [] Rehabilitated Site(s) [] New Site(s)	[X] Existing Structure(s) [] Rehabilitated Structure(s) [] New Structure(s)	[] Existing Program(s) or Service(s) [] New Program(s) or Service(s)
concluded that the project as other Federal, State and loca with disabilities. These requi	proposed will be in compliance w I disability rights laws and regulati rements include, but are not limite	
-	· · · · · · · · · · · · · · · · · · ·	ations in policies, practices and procedures;
		anner in order to ensure communication access;
Ensuring that any service have been inspected and a Disability Compliance Office	pproved by the DPW Access Com	n to the public are architecturally accessible and appliance Officer or the Mayor's Office on
If such access would be tech	nically infeasible, this is described	I in the comments section below:
Comments:		
Departmental ADA Coordinate	tor or Mayor's Office of Disability F	Reviewer:
Eugene Flannery		·
(Name)		
Environmental Compliance M	lanager	<u> </u>
(Title)		- Company of the Comp
Date Reviewed:	30-13	
		(Signature Required)
Department Head or Design	nee Approval of Grant Informati	on Form:
Olson Lee	·	
(Name)		
Director		
(Title)	6 -	000
Date Reviewed: 8-2	9-13	(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,

Victoria Jackson Grants Officer Hochson

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

I. Assistance Instrument		2. Type of Action	
Cooperative Agreement	: Grant	Award Amendment	
3. Instrument Number	4. Amendment Number	5. Effective Date of this Action	6. Control Number
CALHD0249-13		See Block #20	
7. Name and Address of Recipier	nt	8. HUD Administering Office	
City and County of San I		HUD, Office of Healthy Homes and I	ead Hazard Control
Mayor Office of Housing		451 Seventh Street, SW	
•		Room 8236	
1 South Van Ness Avenue		Washington, DC 20410	
San Francisco, CA 94103	-1267		
•		8a. Name of Administrator	8b. Telephone Number
•	· .	Victoria Jackson	(202) 402-3167
10. Recipient Project Manager		9. HUD Government Technical Repres	entative
Ms. Sonia Delgado-Schau	ımberg, (415) 701-5540;	Bill Nellis, (202) 402-7684	
sonia.delgado-schaumberg	@sfgov.org		
11. Assistance Arrangement	12. Payment Method	13. HUD Payment Office	
Cost Reimbursement	Treasury Check Reimbursement	U.S. Dept. of HUD	
Cost Sharing	Advance Check	CFO Accounting Center, 6AF	
Fixed Price	Automated Clearinghouse	801 Cherry St., Unit #45 Ste. 2500	
• *		Fort Worth, TX 76102	
14. Assistance Amount	L	15. HUD Accounting and Appropriatio	
Previous HUD Amount	\$0.00	·	15b. Reservation number
	\$3,000,000.00	8613/140174 LRLR/LHD - \$3,0	000,000.00 LHD13-01 (FY13)
HUD Amount this action	33,000,000.00		
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
	\$900,000.00 \$3,900,000.00	Obligation by this action Total Obligation	\$3,000,000.00
Recipient Amount Total Instrument Amount 16. Description	***************************************		\$3,000,000.00
Total Instrument Amount 16. Description	\$3,900,000.00		
Total Instrument Amount	\$3,900,000.00	Total Obligation	\$3,000,000.00
Total Instrument Amount 16. Description Employer identification:	946000417 DUNS: 70	Total Obligation	\$3,000,000.00 Program: LHD
Total Instrument Amount 16. Description Employer identification: This instrument sets forth	\$3,900,000.00 946000417 DUNS: 70 the agreement between the parties as to all	Total Obligation 03842550000 terms and conditions and provision	\$3,000,000.00 Program: LHD as herein. By signing this award
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		* .		Grant Ap	nlica	tion Detai	Grant Application Detailed Budget W	: Worksheet	∺ •	-		
Name and Address of Applicant:	City and Co	unty of San	City and County of San Francisco									
	1 South Va	n Ness, 5th	Floor	ling.				Public reporting burden for Instructions, searching exist	this collection of information is ting data sources, gathering and	estimated to average 3 hour maintaining the data needer	 12 minutes per response, in 1, and completing and reviews 	cluding the time for reviewin ng the collection of informat
	Sam Francisco CA 94103	sco CA 941	03					Information collected will p	This agency may not collect this information, and you are not required to complete this form, unless it displays a currantly valid OM8 control number. Information collected who work by the budget data for multiple HUD (OHHLHC)s. HUD will use this information in the selection of applicants.	ot required to complete this r multiple HUD (OHHLHC)s.	form, unless it displays a curr. HUD will use this information.	in the selection of applicants
Category					Detailed	Description of Bud	Detailed Description of Budget (for full grant period)		and the second s			
	Hours at		Date per Hour	Resimpted Cost			Anniicant Match		Other Earlard Share	State Share	2	Program Income
Administration	-	1	7		2000 A	0000000						
Program Director	496	8%	\$68	\$33,797.44	2.5		\$33,797,44					
DPH Public Health Manager	336	5%	\$60	\$20,056.85		22 020 47	\$20,056.85					
Fiscal Analyst	1,653	10%	\$45	\$/3,539.4/		\$7 114 40						
Monitoring & Complaince Manager	248	4%	\$45	\$11.045.92			\$11,045.92					
Total Administration Direct Labor				\$140,654.08	VIZIN.	\$75,753.87	\$64,900.21	\$0	0 \$0		\$0	\$0
Program					1985							
Program Manager	4 680	75%	\$53	\$247,384,80			\$247.384.80				-	
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	700% 800%	\$31	\$113,832.00		\$113,832.00						
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				\$962,210.57	2000	\$677,479.92	\$284,730.65	\$0	\$0		\$0	\$0
Total Direct Labor	400-41-50-01-1190-18 	Property of the Charles		\$1,102,864.65	0.00	\$753,233.79	\$349,630.86	\$0	\$0		\$6	\$0
2. Fringe Benefits	Rate (%)		Base	Estimated Cost		HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share Local/Tribal Share	Other	Program income
Administration											+	
Retirement (SFPERS)	20.00%		\$140,654	\$28,130.82		\$15,150.77	\$12,980.04					
Other (FICA,Medicare,UI)	7.86%		\$140,654	\$11,055.41		\$5,954.25	\$5,101.16	3			-	
Health (htth,dep cov,dental,LT dis)	18.14%		\$140,654	\$25,514.65		\$13,741.75	\$11,772.90					
Total Administration Fringe				\$64,700.88	#640 ************************************	\$34,846.78	\$29,854.10	\$0	\$0		\$0	\$0
Program												
Retirement (SFPERS)	20.00%		\$962,211	\$192,442.11		\$135,495.98	\$56,946.13					
Other (FICA,Medicare,UI)	7.86%		\$962,211	\$75,629.75	200	\$53,249.92	\$22,379.83					
Health (htth,dep cov,dental,LT dis)	18.14%		\$962,211	\$174,545.00		\$122,894.86	\$51,650.14					
Total Program Fringe				\$442,616.86		\$311,640.76	\$130,976.10	\$0	0 \$0		\$0	\$0
Total Direct Fringe	110 March 110 Ma			\$507,317.74	1/1	\$346,487.54	\$160,830.20		\$0		\$0	\$0
3 Travel												
V 118761												
3a. Transportation - Local Private Vehicle	Mileage		Rate per Mile	Estimated Cost		HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	Local/Tribal Share	Other	Program Income
Travel to job sites			-	\$0.00	ű		\$0.00					
			٠		77 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5 5							
Subtotal - Trans - Local Private Vehicle				\$0.00		\$0.00	\$0.00					+
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Tries Fame Education Detailed Budget Workshoet State Amn State A												
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						\$5,000.00		\$5,000.001	\$5,000			Printing and software
Carant Application Detailed Budget Worksheet Sheet Sheet Sheet Sheet Sheet Sheet Sheet Sheet Sheet Sheet Sheet She	Program income	Other				Applicant Match	HUD Share	Estimated Cost	Unit Cost		Quantity	5b. Non-Consumable Materials
Carant Application Detailed Budget Worksheet September Septe				2		\$22,568.14	\$0.00	\$22,568.14				Subtotal - Consumable Supplies
Caranty Lust Cost Rational Cost Ration												
Crant Application Detailed Budget Worksheet												
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						\$13,568.14		\$13,568.14				Program Supplies
Destination						\$4,500.00		\$4,500.00	\$500		9	Education Materials
	Program moune	Other				Applicant Match	HUD Share	\$4 500 00	Unit Cost		Quantity	Sa. Consumable Supplies
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Trips						1960ng to tool	Detalled Describ	120 P			aluei	S Supplies and Materials litems under \$5,000 Depreciated V
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Crant Application Detailed Budget Worksheet State Share State Sh	Program Income	Other		Other Federal Share Lo			HUD Share	Estimated Cost	Unit Cost		Quantity	4. Equipment (Only Items over \$5,000 Depreciated value)
Page			tate Share			Applicant Match						10ml Habi con
Carant Application Detailed Budget State Share State		\$6	\$0		\$0	\$0.00	\$15,000.00	\$15,000.00				Subtotal - Per Diem or Substance
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Capacity Content Con					4		\$4,500.00	\$4,500.00	\$300		15	Lead Conferences
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Detailed Description of Budget State Share State Sha	Program Income	Yther		Other Federal Share (Lo	HUD Funds		HUD Share	Estimated Cost	Rate per Day		Days	32. Per Diem or Subsistence (indicate location)
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Office of the Mayor san francisco



EDWIN M. LEE

MAYOR 2

TO:

Angela Calvillo, Clerk of the Board of Supervisors

FROM:

Mayor Edwin M. Lee

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 (Please print clearly.)

Name of City elective officer(s):	City elective office(s) held: Members, Board of Supervisors
Members, Board of Supervisors	Members, Board of Supervisors
Contractor Information (Please print clearly.)	
Name of contractor: Twegbe Inc.	
Please list the names of (1) members of the contractor's board of d financial officer and chief operating officer; (3) any person who ha any subcontractor listed in the bid or contract; and (5) any political additional pages as necessary. Sorbor Twegbe, Sole Proprietor	s an ownership of 20 percent or more in the contractor; (4)
Contractor address: 197 Highland Avenue, San Francisco, CA 9411	0
,	
Date that contract was approved: (By the SF Board of Supervisors)	Amount of contracts: \$300,000
Describe the nature of the contract that was approved: Twegbe, Inc. will perform project monitoring for lead hazard reducinclude privately owned single family homes and tenant occupied n	
Comments:	
Γhis 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 Fr	ancisco Board of Supervisors rint Name of Board
the board of a state agency (Health Authority, Housing Auth Board, Parking Authority, Redevelopment Agency Commission Development Authority) on which an appointee of the City electric control of the City electric contro	on, Relocation Appeals Board, Treasure Island
Print Name of Board	
Filer Information (Please print clearly.)	
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,	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 Secreta	ary or Clerk) Date Signed