

File No. 220293

Committee Item No. 6

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date April 20, 2022

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 checked="" 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 checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Payee Data Record - 9/27/21</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Board Resolution No. 479-21 10/21/2021</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Amendment No. 2 - 10/15/2020</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Amendment No. 3 - 9/15/2021</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Planning CEQA Exemption - 9/13/2021</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Planning General Plan Referral - 9/16/2021</u> |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <u>Homelessness and Supportive Housing Memo - 3/1/2022</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Completed by: Brent Jalipa Date April 14, 2022

Completed by: Brent Jalipa Date _____

1 [Execute Standard Agreement and Accept and Expend - Retroactive - California Department
2 of Housing and Community Development - Bayview Vehicle Triage Center Program -
3 \$5,600,000]

4 **Resolution authorizing the Department of Homelessness and Supportive Housing to**
5 **execute a Standard Agreement with the California Department of Housing and**
6 **Community Development for \$5,600,000 of 2021-22 California Budget Act funds; to**
7 **retroactively accept and expend those funds for capital expenses related to the**
8 **Bayview Vehicle Triage Center for costs incurred July 1, 2021, through June 30, 2026;**
9 **affirming the Planning Department’s determination under the California Environmental**
10 **Quality Act; and adopting the Planning Department’s findings of consistency with the**
11 **General Plan, and the eight priority policies of Planning Code, Section 101.1.**

12
13 WHEREAS, The Department of Homelessness and Supportive Housing’s (“HSH”) mission is to prevent homelessness when possible and to make homelessness a rare, brief, and one-time experience in San Francisco through the provision of coordinated, compassionate, and high-quality services; and

17 WHEREAS, On October 19, 2021, the San Francisco Board of Supervisors unanimously approved a Resolution authorizing the Director of Property, on behalf of HSH, to negotiate and enter into a sublease agreement for 312,000 square feet of property owned by the California State Lands Commission and leased to the California Department of Parks and Recreation for the City’s use as a Vehicle Triage Center at the Candlestick Point State Recreation Area (“the Property”), for an initial term of two years, a copy of the executed Resolution is on file with the Clerk of the Board in File No. 210966; and

24 WHEREAS, The Bayview Vehicle Triage Center (“the Program”) will provide critical
25 resources to unhoused people who were residing in the emergency Carroll Vehicle Triage

1 Center and other recreational and passenger vehicles in the Bayview, providing a safe
2 place to stay in their vehicles while accessing services and connecting to resources within
3 the Homelessness Response System to support a permanent exit out of homelessness;
4 and

5 WHEREAS, The State Parks staff and multiple San Francisco City departments have
6 collaborated to place unhoused people living in the vehicle encampment into housing and
7 shelter, yet there is still immense need in the area surrounding Candlestick Point that cannot
8 be addressed until there is an alternative location for the unhoused people to go; and

9 WHEREAS, Pursuant to the 2021-22 California Budget Act, (2021-22 Budget Bill Jr.,
10 Chapter 69, Section 19.56), HSH has been awarded \$5,600,000 from the State General
11 Fund to support the Bayview Vehicle Triage Center (“the Award”); and

12 WHEREAS, In order to obtain these funds, HSH must execute HCD’s Standard
13 Agreement (“Standard Agreement”), a copy of which is on file with the Clerk of the Board of
14 Supervisors in File No. 220293; and

15 WHEREAS, The Standard Agreement reflects HCD’s grant disbursement term
16 commencing upon HCD approval through June 30, 2022, which is the date by which HCD
17 must disburse the funds; and

18 WHEREAS, HSH will use the \$5,600,000 for capital and one-time expenses of the
19 Program for retroactive costs incurred after July 1, 2021, through June 30, 2026, as reflected
20 in the grant budget and supplemental memo dated March 9, 2022 from HSH (“supplemental
21 memo”), a copy of the grant budget and supplemental memo are on file with the Clerk of the
22 Board of Supervisors in File No. 220293; and

23 WHEREAS, The Award does not create any new positions, and will not require an
24 amendment to the Annual Salary Ordinance; and

25

1 WHEREAS, The Department proposes to maximize use of available grant funds on
2 program expenditures by not including indirect costs in the grant budget; and

3 WHEREAS, A request for retroactive approval is being sought because HSH received
4 the award letter on October 14, 2021, for a grant expenditure start date of July 1, 2021; and

5 WHEREAS, On September 13, 2021, the Environmental Planning Division of the San
6 Francisco Planning Department determined that the proposed use of the Property for a
7 Vehicle Triage Center would not be subject to the California Environmental Quality Act, Public
8 Resources Code, Section 21000 et seq. (“CEQA”), pursuant to California law set forth in
9 Assembly Bill 101, California Government Code, Sections 65660 – 65668 (AB 101) (the
10 “CEQA Determination”), a copy of which is on file with the Clerk of the Board of Supervisors in
11 File No. 220293 and is incorporated herein by reference; and

12 WHEREAS, The Planning Department found the proposed use of the Property is
13 consistent with the General Plan, and with Planning Code, Section 101.1(b) (the “General
14 Plan Referral”), and a copy of the General Plan Referral is on file with the Clerk of the Board
15 of Supervisors in File No. 220293 and is incorporated herein by reference; now, therefore, be
16 it

17 RESOLVED, The Director or Deputy Director of HSH is hereby authorized, in
18 consultation with the City Attorney, to enter into, execute and deliver a Standard
19 Agreement for a total amount not to exceed \$5,600,000 and any and all other documents
20 required (“HCD Documents”) or deemed necessary or appropriate to secure the funds from
21 HCD; and, be it

22 FURTHER RESOLVED, HSH is hereby authorized to retroactively accept and
23 expend up to \$5,600,000 of HCD funds to design, construct and equip the Bayview Vehicle
24 Triage Center; and, be it

1 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
2 indirect costs in the grant budget; and, be it

3 FURTHER RESOLVED, HSH will ensure that all such funds are used in a manner
4 consistent and in compliance with all applicable state and federal statutes, rules, regulation
5 and laws, including without limitation all rules and laws regarding 2021-22 California
6 Budget Act disbursements; and, be it

7 FURTHER RESOLVED, The Director of Deputy Director of HSH is authorized to
8 enter into any additions, amendments, or other modifications to the Standard Agreement
9 and HCD Documents that they determine, following consultation with the City Attorney, are
10 in the best interests of the City and that do not materially increase the obligations or
11 liabilities of the City or materially decrease the benefits to the City; and, be it

12 FURTHER RESOLVED, The Board of Supervisors approves and adopts the
13 Planning Department's CEQA Determination and General Plan Referral, incorporates them
14 into this Resolution, and confirms that the use of the Property is consistent with the General
15 Plan, and with Planning Code, Section 101.1(b) for the reasons set forth in the General
16 Plan Referral; and, be it

17 FURTHER RESOLVED, That within 30 days of the execution of the Agreement by all
18 parties, HSH shall provide the final Agreement to the Clerk of the Board for inclusion in File
19 No. 220293.

20
21
22
23
24
25

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

Approved: _____ /s/ _____

Mayor

Approved: _____ /s/ _____

Controller

Recommended:

_____/s/ _____

Shireen McSpadden, Executive Director

Department of Homelessness and Supportive Housing

File Number: 220293
(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: California Department of Housing and Community Development (HCD) Grant for the Bayview Vehicle Triage Center
2. Department: Department of Homelessness and Supportive Housing
3. Contact Person: Dylan Schneider Telephone: 628.652.7742
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: Not to exceed \$5,600,000.
6. a. Matching Funds Required: None.
b. Source(s) of matching funds (if applicable): n/a
7. a. Grant Source Agency: California Department of Housing and Community Development (HCD)
b. Grant Pass-Through Agency (if applicable): n/a
8. Proposed Grant Project Summary: This grant will support the capital expenses related to the Bayview Vehicle Triage Center as reflected in the Grant Budget.
9. Grant Project Schedule, as allowed in approval documents, or as proposed: Please find a more detailed project schedule in Document 13.

HCD Disbursement Timeline for Advance Grant:

Start-Date: Upon HCD approval

End-Date: June 30, 2022

HSH Grant Expenditure Timeline:

Start-Date: July 1, 2021

End-Date: June 30, 2026

10. a. Amount budgeted for contractual services: Approximately \$4,200,000
b. Will contractual services be put out to bid? No.
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? Per DPW, to be determined upon final contractors selected.
d. Is this likely to be a one-time or ongoing request for contracting out? Yes, one-time.
11. a. Does the budget include indirect costs?
 Yes No
b. 1. If yes, how much?
b. 2. How was the amount calculated?
c. 1. 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):

c. 2. If no indirect costs are included, what would have been the indirect costs?
Approximately 5% or \$260,000

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 type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input checked="" type="checkbox"/> New Program(s) or Service(s) |
| <input checked="" 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:

Scott Walton
(Name)

Manager, Rehousing – Client Engagement, HSH
(Title)

Date Reviewed: 3/11/2022

DocuSigned by:
Scott W Walton
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Gigi Whitley
(Name)

Deputy Director of Administration and Finance
(Title)

Date Reviewed: 3/13/2022

DocuSigned by:
Gigi Whitley
(Signature Required)

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

| | |
|---------------------------------------|--|
| AGREEMENT NUMBER 21-GFD-013 | PURCHASING AUTHORITY NUMBER (If Applicable) 2240 |
|---------------------------------------|--|

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME
Department of Housing and Community Development

CONTRACTOR NAME
San Francisco Department of Homelessness and Supportive Housing

2. The term of this Agreement is:

START DATE
Upon HCD Approval

THROUGH END DATE
June 30, 2022

3. The maximum amount of this Agreement is:
\$5,600,000.00 (Five Million Six Hundred Thousand Dollars and 00/100)

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

| Exhibits | Title | Pages |
|-------------|--|-------|
| Exhibit A | Scope of Work | 1 |
| Exhibit B | Budget Detail and Payment Provisions | 1 |
| Exhibit C * | General Terms and Conditions - GTC 04/2017 | |
| + | | |
| - | | |

Items shown with an asterisk (), are hereby incorporated by reference and made part of this agreement as if attached hereto.*

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)
San Francisco Department of Homelessness and Supportive Housing

| | | | |
|--|-----------------------|-------------|--------------|
| CONTRACTOR BUSINESS ADDRESS 440 Turk Street | CITY San Francisco | STATE CA | ZIP 94102 |
|--|-----------------------|-------------|--------------|

| | |
|--------------------------------|-------|
| PRINTED NAME OF PERSON SIGNING | TITLE |
|--------------------------------|-------|

| | |
|---------------------------------|-------------|
| CONTRACTOR AUTHORIZED SIGNATURE | DATE SIGNED |
|---------------------------------|-------------|

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME
Department of Housing and Community Development

| | | | |
|---|--------------------|-------------|--------------|
| CONTRACTING AGENCY ADDRESS 2020 West El Camino Avenue, Suite 130 | CITY Sacramento | STATE CA | ZIP 95833 |
|---|--------------------|-------------|--------------|

| | |
|--|---|
| PRINTED NAME OF PERSON SIGNING Melissa Cisneros | TITLE Section Chief, Contract Services |
|--|---|

| | |
|---|-------------|
| CONTRACTING AGENCY AUTHORIZED SIGNATURE | DATE SIGNED |
|---|-------------|

| | |
|--|--|
| CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL | EXEMPTION (If Applicable) SCM Vol. 1 4.06 |
|--|--|

EXHIBIT A
SCOPE OF WORK

1. Authority

This SOW reflects the allocation of designated funding to the City and County of San Francisco pursuant to the 2021 Budget Act, as amended by Budget Bill Jr. (SB 129) Chapter 69, Control Section 19.56 (b) (209).

2. Purpose

In accordance with the authority cited above, the Department of Housing and Community Development shall distribute \$5,600,000 to the City and County of San Francisco.

3. Scope of Work

The City and County of San Francisco shall use \$5,600,000 of this funding for the Candlestick Point Safe Parking Program.

4. Monitoring

The City and County of San Francisco will maintain books, records, documents, and other evidence that demonstrates the funding was used for the Candlestick Point Safe Parking Program. These books, records, documents, and other evidence shall be made available for audit and inspection by the Department for a period of three years.

EXHIBIT B
BUDGET DETAIL AND PAYMENT PROVISIONS

The Budget Act of 2021

SEC. 273. Section 19.56 is added to the Budget Act of 2021 (Assembly Bill 128 of 2021), to read:

SEC. 19.56.

(a) (1) The amounts appropriated pursuant to this section reflect legislative priorities.

(2) Unless otherwise specified, the funds appropriated in this section shall not be disbursed for any project prior to September 30, 2021. Future legislation may, but is not required to, specify further details concerning the manner of disbursement of these funds.

(b) The amounts specified in this subdivision are hereby appropriated from the General Fund as follows:

Provisions (200-279):

(209) \$5,600,000 to the City and County of San Francisco for the Candlestick Point Safe Parking Program.

**DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
ADMINISTRATION AND MANAGEMENT DIVISION**

2020 W. El Camino Avenue, Suite 330, 95833
P. O. Box 952050, Sacramento, CA 94252-2050
www.hcd.ca.gov



October 14, 2021

Louis Bracco
Safe Sleep Team Lead
PO Box 427400
San Francisco, CA 94142
(518)-860-7617
louis.bracco@sfgov.org

Dear Mr. Bracco,

Pursuant to the 2021-22 California Budget Act, the City and County of San Francisco has been allocated \$5,600,000 for the Candlestick Point Safe Parking Program. This award is payable from the General Fund.

Please review the attached Scope of Work. Please note it is not an executed contract and you cannot begin work yet. We have received a STD 204 from your organization. To expedite payment processing, please complete and return the attached invoice template. Sections we need you to complete are highlighted yellow.

Please contact Andrew Pecota, Budget Analyst, at (916) 820-1239 or by email at Andrew.Pecota@hcd.ca.gov for further assistance.

Sincerely,

Patrick Brown
Chief Budget Officer
Administration and Management Division

Enclosure

Accept and Expend: State Funding for Candlestick VTC

VTC Construction Budget



| Uses | Cost |
|--|--------------------|
| Capital: Construction | \$4,200,000 |
| Professional Services: Design, engineering, and project management | \$1,400,000 |
| Total Project Costs | \$5,600,000 |

Sources: State Grant

\$5,600,000

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)**Section 1 – Payee Information****NAME** (This is required. Do not leave this line blank. Must match the payee's federal tax return)

San Francisco Department of Homelessness and Supportive Housing

BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME (If different from above)**MAILING ADDRESS** (number, street, apt. or suite no.) (See instructions on Page 2)

440 Turk Street

CITY, STATE, ZIP CODE

San Francisco, CA 94102

E-MAIL ADDRESS

olivia.m.lenson@sfgov.org, louis.bracco@sfgov.org

Section 2 – Entity Type**Check one (1) box only that matches the entity type of the Payee listed in Section 1 above.** (See instructions on page 2) **SOLE PROPRIETOR / INDIVIDUAL** **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual* **PARTNERSHIP** **ESTATE OR TRUST****CORPORATION** (see instructions on page 2) **MEDICAL** (e.g., dentistry, chiropractic, etc.) **LEGAL** (e.g., attorney services) **EXEMPT** (e.g., nonprofit) **ALL OTHERS****Section 3 – Tax Identification Number**Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must **match** the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

- For **Individuals**, enter SSN.
- If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.
- Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.
- For **Sole Proprietor or Single Member LLC (disregarded entity)**, in which the **sole member is an individual**, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).
- For **Single Member LLC (disregarded entity)**, in which the **sole member is a business entity**, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.
- For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

Social Security Number (SSN) or Individual Tax Identification Number (ITIN)

_____ - _____ - _____

OR**Federal Employer Identification Number (FEIN)**9 4 - 6 0 0 0 4 1 7**Section 4 – Payee Residency Status** (See instructions) **CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California. **CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding. No services performed in California Copy of Franchise Tax Board waiver of state withholding is attached.**Section 5 – Certification****I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.****NAME OF AUTHORIZED PAYEE REPRESENTATIVE**

Shireen McSpadden

TITLE

Executive Director

E-MAIL ADDRESS

shireen.mcspadden@sfgov.org

SIGNATUREDocuSigned by:
Shireen McSpadden
CAD7B781896B449**DATE**

9/27/2021

TELEPHONE (include area code)

6286527743

Section 6 – Paying State Agency**Please return completed form to:****STATE AGENCY/DEPARTMENT OFFICE**

Department of Housing and Community Development

UNIT/SECTION

Budget Office

MAILING ADDRESS

2020 W. El Camino Ave. Suite 330

FAX

n/a

TELEPHONE (include area code)

(916) 820-1239

CITY

Sacramento

STATE

CA

ZIP CODE

95833

E-MAIL ADDRESS

andrew.pecota@hcd.ca.gov

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)
STD 204 (Rev. 03/2021)

GENERAL INSTRUCTIONS

Type or print the information on the Payee Data Record, STD 204 form. Sign, date, and return to the state agency/department office address shown in Section 6. Prompt return of this fully completed form will prevent delays when processing payments.

Information provided in this form will be used by California state agencies/departments to prepare Information Returns (Form 1099).

NOTE: Completion of this form is optional for Government entities, i.e. federal, state, local, and special districts.

A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.

Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).

Section 1 – Payee Information

Name – Enter the name that appears on the payee's federal tax return. The name provided shall be the tax liable party and is subject to IRS TIN matching (when applicable).

- Sole Proprietor/Individual/Revocable Trusts – enter the name shown on your federal tax return.
- Single Member Limited Liability Companies (LLCs) that is disregarded as an entity separate from its owner for federal tax purposes - enter the name of the individual or business entity that is tax liable for the business in section 1. Enter the DBA, LLC name, trade, or fictitious name under Business Name.
- Note: for the State of California tax purposes, a Single Member LLC is not disregarded from its owner, even if they may be disregarded at the Federal level.
- Partnerships, Estates/Trusts, or Corporations – enter the entity name as shown on the entity's federal tax return. The name provided in Section 1 must match to the TIN provided in section 3. Enter any DBA, trade, or fictitious business names under Business Name.

Business Name – Enter the business name, DBA name, trade or fictitious name, or disregarded LLC name.

Mailing Address – The mailing address is the address where the payee will receive information returns. Use form STD 205, Payee Data Record Supplement to provide a remittance address if different from the mailing address for information returns, or make subsequent changes to the remittance address.

Section 2 – Entity Type

| If the Payee in Section 1 is a(n)... | THEN Select the Box for... |
|---|--|
| Individual • Sole Proprietorship • Grantor (Revocable Living) Trust disregarded for federal tax purposes | Sole Proprietor/Individual |
| Limited Liability Company (LLC) owned by an individual and is disregarded for federal tax purposes | Single Member LLC-owned by an individual |
| Partnerships • Limited Liability Partnerships (LLP) • and, LLC treated as a Partnership | Partnerships |
| Estate • Trust (other than disregarded Grantor Trust) | Estate or Trust |
| Corporation that is medical in nature (e.g., medical and healthcare services, physician care, nursery care, dentistry, etc.) • LLC that is to be taxed like a Corporation and is medical in nature | Corporation-Medical |
| Corporation that is legal in nature (e.g., services of attorneys, arbitrators, notary publics involving legal or law related matters, etc.) • LLC that is to be taxed like a Corporation and is legal in nature | Corporation-Legal |
| Corporation that qualifies for an Exempt status, including 501(c) 3 and domestic non-profit corporations. | Corporation-Exempt |
| Corporation that does not meet the qualifications of any of the other corporation types listed above • LLC that is to be taxed as a Corporation and does not meet any of the other corporation types listed above | Corporation-All Other |

Section 3 – Tax Identification Number

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.

Section 4 – Payee Residency Status

Are you a California resident or nonresident?

- A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.
- A partnership is considered a resident partnership if it has a permanent place of business in California.
- An estate is a resident if the decedent was a California resident at time of death.
- A trust is a resident if at least one trustee is a California resident.
 - For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:

Withholding Services and Compliance Section: 1-888-792-4900
For hearing impaired with TDD, call: 1-800-822-6268

E-mail address: wscs.gen@ftb.ca.gov
Website: www.ftb.ca.gov

Section 5 – Certification

Provide the name, title, email address, signature, and telephone number of individual completing this form and date completed. In the event that a SSN or ITIN is provided, the individual identified as the tax liable party must certify the form. Note: the signee may differ from the tax liable party in this situation if the signee can provide a power of attorney documented for the individual.

Section 6 – Paying State Agency

This section must be completed by the state agency/department requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to \$20,000. You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.

AMENDED IN COMMITTEE

10/6/2021

FILE NO. 210966

RESOLUTION NO. 479-21

1 [Sublease Agreement - California State Lands Commission - Candlestick Point State
2 Recreation Area - Vehicle Triage Center - In-Kind Rent of \$1,796,090]

3 **Resolution authorizing and approving the Director of Property, on behalf of the**
4 **Department of Homelessness and Supportive Housing, to negotiate and enter into a**
5 **sublease agreement for 312,000 square feet of property owned by the California State**
6 **Lands Commission and leased to the California Department of Parks and Recreation,**
7 **for the City's use as a Vehicle Triage Center at Candlestick Point State Recreation Area,**
8 **for an initial term of two years, with rent to be paid through in-kind, public services with**
9 **an estimated value at \$1,796,090; authorizing the Director of Property to execute**
10 **documents, make certain modifications and take certain actions in furtherance of the**
11 **sublease, as defined herein; adopting findings under the California Environmental**
12 **Quality Act; and finding the proposed sublease is in conformance with the General**
13 **Plan, and the eight priorities of Planning Code, Section 101.1.**

14
15 WHEREAS, The Department of Homelessness and Supportive Housing's ("HSH")
16 mission is to prevent homelessness when possible and to make homelessness a rare,
17 brief, and one-time experience in San Francisco through the provision of coordinated,
18 compassionate, and high-quality services; and

19 WHEREAS, With the enactment of Resolution No. 319-18 in October 2018, the
20 Board of Supervisors and Mayor Breed declared a shelter crisis and affirmed San
21 Francisco's commitment to combatting homelessness and creating or augmenting a
22 continuum of shelter and service options for those experiencing homelessness; and

23 WHEREAS, According to the January 2019 Point-in-Time Homeless Count
24 administered by HSH, there were approximately 8,035 people experiencing homelessness
25 in San Francisco, 64% of which were unsheltered, a 17% increase since 2017; and

1 WHEREAS, Two-thirds of the increase in the number of unsheltered individuals from
2 2017 to 2019 was attributable to people sleeping in vehicles; and

3 WHEREAS, On May 10, 2019, the Mayor approved Ordinance No. 82-19, creating the
4 “Safe Overnight Parking Pilot Program” to provide eligible people experiencing homelessness
5 residing in their vehicles a place to park and sleep in their vehicles overnight, case
6 management and other services; and

7 WHEREAS, The City opened the Vehicle Triage Center Pilot Program (“Pilot Program”)
8 as a temporary use of the property located at 2340 San Jose Avenue (“Balboa Upper Yard”)
9 in November 2019 to provide up to 29 parking spaces for people residing in their vehicles to
10 safely store or stay in their vehicles while accessing a variety of services and resources to
11 support a permanent exit from homelessness; and

12 WHEREAS, The Pilot Program served a total of 75 individuals during the first year of
13 operations and was closed in March 2021 to allow for the commencement of construction of a
14 100% affordable housing project at Balboa Upper Yard; and

15 WHEREAS, Proposition C (2018) (Gross Receipts Tax for Homelessness Services)
16 (“Prop C”), passed by San Francisco voters in November 2018, created the Homelessness
17 Gross Receipts Tax to fund the Our City, Our Home (“OCOH”) program, in order to expand
18 and be complementary to existing funding and strategic efforts to prevent and end
19 homelessness for San Francisco residents; and

20 WHEREAS, In July 2020, Mayor Breed announced her Homelessness Recovery Plan,
21 including the goal of providing 6,000 placements into housing and temporary shelter over the
22 next two years; and

23 WHEREAS, The OCOH Oversight Committee recommended in its most recent
24 Investment Plan that the City use Prop C funds to prioritize investments into a range of
25 different models for sheltering and supporting people experiencing homelessness, tailored to

1 the needs of different sub-populations of people experiencing homelessness, including funding
2 for safe parking programs; and

3 WHEREAS, According to the Tent, Structure and Vehicle Count conducted by the City
4 in August 2021, there were 1,088 inhabited vehicles in San Francisco, 677 of which were
5 located in District 10; and

6 WHEREAS, A portion of the Candlestick Point State Recreation Area (the "CPSRA") is
7 owned by the California State Lands Commission and currently leased to the California
8 Department of Parks and Recreation ("State Parks") as a public recreation area for the
9 general public under that certain Lease No. PRC 6414.9 (the "Lease"), a copy of which is on
10 file with the Clerk of the Board of Supervisors in File No. 210966; and

11 WHEREAS, Since the start of the COVID-19 pandemic, unhoused people in
12 approximately 100-150 vehicles have lived in the vicinity of the CPSRA creating a vehicle
13 encampment that has grown to an unsafe level; and

14 WHEREAS, The vehicle encampment is currently blocking public access to the CPSRA
15 and surrounding certain portions of the CPSRA, which has forced the closure of the public
16 bathrooms and both parking lots at the CPSRA; and

17 WHEREAS, The vehicles in the encampment are also releasing their grey and black
18 water into the Bay causing environmental harm, and the vehicle encampment has become a
19 dumping site that further exacerbates the environmental issues; and

20 WHEREAS, The CPSRA cannot currently operate as a park and public recreation area
21 because of the vehicle encampment activities in the vicinity of the CPSRA and the related
22 environmental issues, which prohibits the general public from utilizing the CPSRA for its
23 intended recreational purpose; and

1 WHEREAS, Without a safe alternative location for unhoused people living in their
2 vehicles to camp, the City and the State Parks are limited in their ability to resolve the existing
3 vehicle encampment; and

4 WHEREAS, The Pilot Program at Balboa Upper Yard was proven as an effective
5 program for resolving vehicle encampments in the community; and

6 WHEREAS, The State Parks staff and multiple San Francisco City departments have
7 collaborated to place unhoused people living in the vehicle encampment into housing and
8 shelter, yet there is still immense need in the CPSRA that cannot be addressed until there is
9 an alternative location for the unhoused people to go; and

10 WHEREAS, The City identified an approximately 312,000 square foot parking lot
11 (commonly known as the "Boat Launch Parking Lot") within the CPSRA, Assessor's Parcel
12 Block No. 4886, Lot No. 09 (the "Property"), as an optimal site for unhoused people residing in
13 their vehicles to safely store or stay in their vehicles while accessing a variety of services and
14 resources to support a permanent exit from homelessness ("Vehicle Triage Center") to
15 resolve the vehicle encampment in the vicinity of the CPSRA; and

16 WHEREAS, The Property is currently underutilized because there is no longer a boat
17 launch use near CPSRA, and was recommended by community stakeholders because it is
18 private and remote, has been closed for many years, and will not impact the operations,
19 parking or recreational use of CPSRA; and

20 WHEREAS, The Property has existing infrastructure, including water, sewer,
21 pavement, and electrical poles for lights, that will allow the City to quickly convert the site into
22 a Vehicle Triage Center; and

23 WHEREAS, State Parks supports the sublease of the Property to the City for a Vehicle
24 Triage Center that would serve up to 150 vehicles; and

1 WHEREAS, A Vehicle Triage Center at the Property would provide critical resources to
2 unhouse people residing in the current vehicle encampment and other recreational and
3 passenger vehicles in the Bayview, providing a safe place to stay in their vehicles while
4 accessing services and connecting to resources within the Homelessness Response System
5 to support a permanent exit out of homelessness; and

6 WHEREAS, HSH will: (i) install a perimeter fence around the Vehicle Triage Center
7 with a privacy screen, site lighting, guard shack, picnic area, pet area, mobile trailers, potable
8 water bibs, trash containers, up to 150 guest parking stalls (RV and vehicles) and 15 parking
9 stalls for staff and toilet and shower trailers, (ii) repair and improve water mains and sewer
10 lines, as needed, and upgrade electrical service and fire water service at the Property, and (iii)
11 pay for utility and services (janitorial, 24/7 staffing) at the Property; and

12 WHEREAS, In order for the Vehicle Triage Center to be a good neighbor to the
13 Candlestick Point community, HSH, the Police Department, Public Works, Department of
14 Emergency Management and the Municipal Transportation Agency will work together to
15 deliver high-quality, comprehensive offsite public services to the community and in the vicinity
16 of the CPSRA, as set forth in the Interdepartmental Agreement ("Agreement"), a copy of
17 which is on file with the Clerk of the Board of Supervisors in File No. 210966; and

18 WHEREAS, The in-kind, public services under the Agreement will provide a significant
19 public benefit by (i) helping to restore CPSRA facilities, (ii) improving and restoring public
20 access and utilization of CPSRA, and (iii) supporting the community and the surrounding area,
21 including Hunter's Point Expressway, by placing people experiencing homelessness currently
22 living in the vicinity of the CPSRA and District 10 into the Vehicle Triage Center; and

23 WHEREAS, The Agreement is intended to ensure the success of the Vehicle Triage
24 Center, and support the operations of the CPSRA, community and people experiencing
25 homelessness; and

1 WHEREAS, The Real Estate Division on behalf of HSH, in consultation with the Office
2 of the City Attorney, has prepared a Sublease Term Sheet ("Term Sheet"), a copy of which is
3 on file with the Clerk of the Board of Supervisors in File No. 210966, setting forth the material
4 terms of a Sublease Agreement between the City and State Parks ("Sublease"), pursuant to
5 which the State Parks will allow the City to install the Vehicle Triage Center on the Property,
6 upgrade and repair existing water and sewer pipelines for use at the Property; and

7 WHEREAS, The term of the Sublease shall be for two years commencing on or after
8 the date of approval by the State Lands Commission as the owner and prime lessor under the
9 Lease and execution of the sublease; and

10 WHEREAS, The Sublease will allow the City to pay rent by providing the in-kind law
11 enforcement and parking enforcement services throughout CPSRA by the San Francisco
12 Police Department and Municipal Transportation Agency, with an estimated value of
13 \$1,796,090 under the Agreement as consideration; and

14 WHEREAS, The Director of Property has determined that the in-kind, offsite public
15 services, repairs, upgrade work, and other public benefits under the Agreement far exceed the
16 fair market rental value of the Property for the benefit of State Lands Commission, State
17 Parks, the community in the vicinity of the CPSRA, and the citizens of San Francisco and the
18 State of California; and

19 WHEREAS, Under Administrative Code, Section 23.27, since the consideration
20 payable by the City is less than \$45 per square foot per year, an independent fair market
21 rental appraisal is not required for approval of the Sublease; and

22 WHEREAS, The State Lands Commission requires the Director of Property to obtain
23 authorization by the Board of Supervisors to execute a Sublease with State Parks under the
24 terms and conditions set forth in the Term Sheet prior to approval by the State Lands
25 Commission; and

1 WHEREAS, In order to consummate the Sublease of the Property, the Board of
2 Supervisors desires to authorize the execution, delivery and performance of the Term Sheet
3 and, if approved by the State Lands Commission, the Sublease with State Parks; and

4 WHEREAS, On September 13, 2021, the Environmental Planning Division of the San
5 Francisco Planning Department determined that the proposed use of the Property for a
6 Vehicle Triage Center would not be subject to the California Environmental Quality Act, Public
7 Resources Code, Section 21000 et seq. ("CEQA"), pursuant to California law set forth in
8 Assembly Bill 101, California Government Code, Sections 65660 – 65668 (AB 101) (the
9 "CEQA Determination"), a copy of which is on file with the Clerk of the Board of Supervisors in
10 File No. 210966 and is incorporated herein by reference; and

11 WHEREAS, The Planning Department found the proposed Term Sheet is consistent
12 with the General Plan and with Planning Code, Section 101.1(b) (the "General Plan Referral"),
13 and a copy of the General Plan Referral is on file with the Clerk of the Board of Supervisors in
14 File No. 210966 and is incorporated herein by reference; now, therefore, be it

15 RESOLVED, That in accordance with the recommendation of the Executive Director of
16 HSH and the Director of Property, the Board of Supervisors approves the Term Sheet, and
17 authorizes the Director of Property, working with the City Attorney and HSH, to negotiate,
18 enter into, and deliver a Sublease for the Property on behalf of the City and based on the
19 terms set forth in the Term Sheet presented to the Board of Supervisors, and any such other
20 documents that are necessary or advisable to complete the transaction contemplated by this
21 Resolution; and, be it

22 FURTHER RESOLVED, The Board of Supervisors authorizes the Director of Property
23 to take all actions, on behalf of the City, to make any amendments or modifications to the
24 Sublease that the Director of Property determines, in consultation with the City Attorney, are
25 in the best interests of the City, do not materially increase the obligations or liabilities of the

1 City under the Term Sheet, and are necessary or advisable to complete the transaction and
2 effectuate the purposes and intent of this Resolution and are in compliance with all applicable
3 laws, including the City's Charter; and, be it

4 FURTHER RESOLVED, The Board of Supervisors authorizes the Director of Property
5 to execute and deliver a quitclaim deed, in consultation with the City Attorney, with respect to
6 any interest of the City in the Property under the Sublease if requested by State Parks at the
7 expiration of the Sublease; and, be it

8 FURTHER RESOLVED, The form of Sublease will be generally consistent with the
9 State's lease form previously negotiated and accepted by the City as tenant, the Lease, and
10 shall include contracting requirements set forth in the City's Administrative Code, subject to
11 any exemptions or waivers applicable to the State; and, be it

12 FURTHER RESOLVED, The Board of Supervisors finds that the Term Sheet,
13 Sublease, and proposed use of the Property for a Vehicle Triage Center serves a public
14 purpose for the benefit of the State of California and the City; and, be it

15 FURTHER RESOLVED, The Board of Supervisors endorses the proposal for a Vehicle
16 Triage Center on the Property and the in-kind, offsite public services in the vicinity of CPSRA;
17 and, be it

18 FURTHER RESOLVED, The Board of Supervisors authorizes HSH and the
19 Department of Public Works to make the improvements to the Property described in the Term
20 Sheet as part of the sublease transaction; and, be it

21 FURTHER RESOLVED, The sublease will include an obligation for the City to
22 indemnify the State Lands Commission and State Parks for use of the Property and consistent
23 with the existing indemnity under the Lease, and the Director of Property, in consultation with
24 the City Attorney, is authorized to negotiate the City's indemnity obligation, provided that such
25 obligation is substantially consistent with the Lease; and, be it

1 FURTHER RESOLVED, That any action heretofore taken by any City employee or
2 official with respect to the Sublease is hereby approved, confirmed and ratified; and, be it

3 FURTHER RESOLVED, That the Board of Supervisors approves and adopts the
4 Planning Department's CEQA Determination and General Plan Referral, incorporates them
5 into this Resolution, and confirms that the Term Sheet and proposed Sublease is consistent
6 with the General Plan and with Planning Code, Section 101.1(b) for the reasons set forth in
7 the General Plan Referral; and, be it

8 FURTHER RESOLVED, That within thirty (30) days following the execution of the
9 sublease, the Director of Property shall provide a copy of the sublease agreement to the Clerk
10 of the Board to include into Board File No. 210966, and, be it

11 FURTHER RESOLVED, That HSH and the Director of Property will report back to the
12 Board of Supervisors upon approval of a sublease by the State Lands Commission.

13
14
15
16
17
18
19
20
21
22
23
24
25

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 10
- 11
- 12
- 13
- 14
- 15
- 16
- 17
- 18
- 19
- 20
- 21
- 22
- 23
- 24
- 25

RECOMMENDED:

/s/

Andrico Q. Penick, Director of Property
Real Estate Division

RECOMMENDED:

/s/

Shireen McSpadden, Executive Director
Department of Homelessness and Supportive Housing



City and County of San Francisco

Tails
Resolution

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 210966

Date Passed: October 19, 2021

Resolution authorizing and approving the Director of Property, on behalf of the Department of Homelessness and Supportive Housing, to negotiate and enter into a sublease agreement for 312,000 square feet of property owned by the California State Lands Commission and leased to the California Department of Parks and Recreation, for the City's use as a Vehicle Triage Center at Candlestick Point State Recreation Area, for an initial term of two years, with rent to be paid through in-kind, public services with an estimated value at \$1,796,090; authorizing the Director of Property to execute documents, make certain modifications and take certain actions in furtherance of the sublease, as defined herein; adopting findings under the California Environmental Quality Act; and finding the proposed sublease is in conformance with the General Plan, and the eight priorities of Planning Code, Section 101.1.

October 06, 2021 Budget and Finance Committee - AMENDED, AN AMENDMENT OF THE WHOLE BEARING NEW TITLE


October 06, 2021 Budget and Finance Committee - RECOMMENDED AS AMENDED

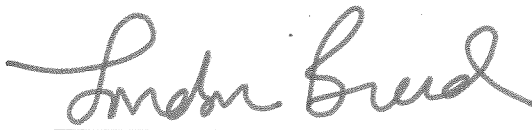
October 19, 2021 Board of Supervisors - ADOPTED

Ayes: 11 - Chan, Haney, Mandelman, Mar, Melgar, Peskin, Preston, Ronen, Safai, Stefani and Walton

File No. 210966

I hereby certify that the foregoing Resolution was ADOPTED on 10/19/2021 by the Board of Supervisors of the City and County of San Francisco.


Angela Calvillo
Clerk of the Board



London N. Breed
Mayor

10/21/21

Date Approved



MEMO

TO: Janet Kiyoi, San Francisco Public Works

FROM: Don Lewis, Senior Environmental Planner

DATE: September 13, 2021

PROJECT: Bayview Vehicle Triage Center

SUBJECT: Planning Department / Environmental Review Officer Concurrence
California Environmental Quality Act (CEQA) Exemption per AB 101

This memorandum is in response to a memorandum from San Francisco Public Works dated September 3, 2021 requesting Planning Department confirmation that no environmental review is required for the proposed Bayview Vehicle Triage Center at Candlestick Point State Recreation Area at 500 Hunters Point Expressway. The memo will confirm that the proposed Bayview Vehicle Triage Center is not subject to the California Environmental Quality Act (CEQA) pursuant to California law set forth in Assembly Bill 101, California Government Code Sections 65660 – 65668 (AB 101).

AB 101 provides that a low barrier navigation center that meets certain criteria and is located in a mixed-use zoning district or a non-residential zone that permits multifamily uses is a use by right and is not subject to CEQA (Government Code Section 65660(b)). A “use by right” is defined in Government Code Section 65583.2(i) to mean that the local government’s review of the use may not require a conditional use permit, planned unit development permit, or other discretionary local government review or approval that would constitute a “project” for purposes of CEQA.

The zoning designation for this site is Public (P). This zoning district could be classified as a “non-residential zone” because most of the allowed uses are non-residential. Further, the P zoning can be classified as permitting “multifamily uses” because homeless shelters serve multifamily populations. A homeless shelter that is owned, operated, or leased by the City and County of San Francisco is a principally permitted use in the P District on a permanent basis pursuant to Planning Code Section 211.1(b). Therefore, the Bayview Triage Center would be considered a principally permitted use in the P zoning district.

The memorandum dated September 3, 2021 from Public Works explained how the proposed Vehicle Triage Center complies with the criteria set forth in AB 101. While this proposed Vehicle Triage Center is a little different from other navigation centers currently operating in the City, the proposal meets the definition of a low barrier navigation center set forth in Government Code Section 65660(a) and meets the criteria set forth in Government Code Section 65662. Accordingly, the Bayview Vehicle Triage Center is not subject to CEQA.



GENERAL PLAN REFERRAL

September 16, 2021

Case No.: 2021-00880GPR
Location: **Candlestick Point State Recreation Area**
Block/Lot No.: within 4886009
Project Sponsor: California State Lands Commission
Applicant: Sam Dodge or Louis Bracco
Sam.dodge@sfgov.org, louis.bracco@sfgov.org
 Department of Homelessness and Supportive Housing
 P.O. Box 427400
 San Francisco, CA 94142

Staff Contact: Reanna Tong – (628) 652-7458
reanna.tong@sfgov.org

Recommended By: 
 AnMarie Rodgers, Director of Citywide Policy, for Rich Hillis, Director of Planning

Recommendation: Finding the project, on balance, is **in conformity** with the General Plan

Project Description

The City and County of San Francisco is interested in using California State Parks Land for two years, to set up a Safe Parking Village/Vehicle Triage location on an existing parking lot within the Candlestick Point State Recreational Area (CPSRA), to provide a safe space to park vehicles and get access to services, including toilets, showers, food, and basic wrap-around services for guests staying within the Village.

This model has proved successful in several other instances, including the City's initiative to set up the first Vehicle Triage Center in November 2019, as well as two safe sleeping villages that were established in June 2020 as part of the citywide Covid-19 Response. Here, HSH plans to have a Community Based Organization managing the site, with 24x7 staff, including service practitioners familiar with issues regarding vehicle residency who can refer Safe Parking residents to services if needed, along with janitorial service, and security. The City anticipates providing food delivery and hygiene services, as well as porta-potties and shower services. The City is evaluating additional transportation needs, power, and water resources (repairing SFPUC water and sewer lines, using solar

lighting poles) and will provide these as needed or as practical. The City has developed guidelines, procedures, and policies for the site operations. These include items such as people and vehicle sign-in and sign-out procedures, vehicle standards with recommendations from the fire department, length of stay and duration of absence policies. All guests will sign participation agreements that outline these guidelines before being admitted into the site

Site Development

The City plans to develop the site to include amenities that are included in other typical sites. The list of amenities includes site striping, site lighting, mobile shower trailer, potable water hose bibbs, RV sewer discharge connection, power device charging stations, trash containers, site operator RV office and storage, and potentially perimeter fencing with privacy screen. The site striping includes blackout of unwanted existing paint lines, and painting of new site lines. For this site, that will include adding numbered parking and crossing off the unavailable parking spaces in order to maintain spatial distances. The site striping will also include any lettering required by SFFD for emergency egress. The site lighting will include solar powered light towers. These will be installed throughout the site to provide adequate lighting throughout the site and egress driveway. The mobile shower trailer will be available to residents for health and hygiene. These come in sets of 4-8 units within a mobile trailer. The unit can be either serviced by a vacor truck or connected to a water source with sewer discharge connection. On this site, the plan is to connect into an existing water source, downstream of the backflow preventer, and allow the sewer discharge into existing lift station sump.

Potable water hose bibbs will be installed near the water source for guest use. The RV sewer discharge connection will allow residents who own RVs to discharge into the existing sewer lift station. The power device charging stations are for residents to charge their mobile devices. Trash containers will be provided throughout the site for tenants' waste disposal. These will be collected by Recology on weekly basis.

The site operator RV and storage container will be parked on site to monitor residents and provide health and safety supplies to residents. The doors will be repaired, and the graffiti will be painted over. Additional porta-potties will be installed as needed. Perimeter fencing and privacy screen will be considered after review from SFFD, SFPD, and site operator.

Environmental Review

The Bayview Vehicle Triage Center meets the definition of a low barrier navigation center set forth in Government Code Section 65660(a) and meets the criteria set forth in Government Code Section 65662. Therefore, the Bayview Vehicle Triage Center is not subject to CEQA.

General Plan Compliance and Basis for Recommendation

As described below, the proposed avigation easement to CCSF is consistent with the Eight Priority Policies of Planning Code Section 101.1 and is, on balance, in conformity with the Objectives and Policies of the General Plan.

Note: General Plan Objectives are shown in **BOLD UPPER CASE** font; Policies are in **Bold** font; staff comments are in *italic* font.

HOUSING ELEMENT

OBJECTIVE 1

IDENTIFY AND MAKE AVAILABLE FOR DEVELOPMENT ADEQUATE SITES TO MEET THE CITY'S HOUSING NEEDS, ESPECIALLY PERMANENTLY AFFORDABLE HOUSING.

Policy 1.1

Plan for the full range of housing needs in the City and County of San Francisco, especially affordable Housing.

The project will provide a path to affordable and stable housing for people currently living in recreational vehicles.

Policy 1.7

Consider public health objectives when designating and promoting housing development sites.

The project will provide food delivery and hygiene services in a controlled and safe parking area for RV residents.

OBJECTIVE 4

FOSTER A HOUSING STOCK THAT MEETS THE NEEDS OF ALL RESIDENTS ACROSS LIFECYCLES.

Policy 4.3

Provide a range of housing options for residents with special needs for housing support and services.

The project will a safe parking area for RV residents that will include basic services and re-housing services once the program is complete.

OBJECTIVE 5

ENSURE THAT ALL RESIDENTS HAVE EQUAL ACCESS TO AVAILABLE UNITS

POLICY 5.4

Provide a range of unit types for all segments of need, and work to move residents between unit types as their needs change.

The project will a safe parking area for RV residents that will include re-housing services once the program is complete.

POLICY 5.5

Minimize the hardships of displacement by providing essential relocation services.

The project will a safe parking area for existing RV residents of Bayview Hunters Point, minimizing their risk of displacement from the area.

OBJECTIVE 6

REDUCE HOMELESSNESS AND THE RISK OF HOMELESSNESS**Policy 6.1**

Prioritize permanent housing and service enriched solutions while pursuing both short- and long-term strategies to eliminate homelessness.

This project is a short-term strategy to eliminating homelessness that can lead to long-term housing stability through the program's re-housing services.

Policy 6.4

Improve coordination among emergency assistance efforts, existing shelter programs, and health care outreach services.

The project is managed by the Department of Homelessness and Supportive Housing (HSH) in collaboration with multiple departments and State agencies, including the Department of Emergency Management, to provide offsite services to RV residents and improvements to the site.

OBJECTIVE 12

BALANCE HOUSING GROWTH WITH ADEQUATE INFRASTRUCTURE THAT SERVES THE CITY'S GROWING POPULATION.

POLICY 12.3 Ensure new housing is sustainably supported by the City's public infrastructure systems.

This project will be supported by multiple City agencies that will provide key public infrastructure for operations, including SFPUC. The project site also has existing infrastructure, including water, sewer, pavement, and electrical poles for lights that will allow the City to quickly convert the site into a Vehicle Triage Center.

TRANSPORTATION ELEMENT**OBJECTIVE 30**

ENSURE THAT THE PROVISION OF NEW OR ENLARGED PARKING FACILITIES DOES NOT ADVERSELY AFFECT THE LIVABILITY AND DESIRABILITY OF THE CITY AND ITS VARIOUS NEIGHBORHOODS.

Policy 30.3

Maximize the efficient use of land devoted to parking by consolidating adjacent surface lots and garages into a parking structure, possibly containing residential, commercial or other uses.

This project will relocate RV residents from their current locations on residential streets to an existing underutilized parking lot to improve the livability and desirability of the city and surrounding neighborhood.

COMMUNITY SAFETY ELEMENT**OBJECTIVE 4**

ASSURE THE SOUND, EQUITABLE AND EXPEDIENT RECONSTRUCTION OF SAN FRANCISCO FOLLOWING A MAJOR DISASTER.

Policy 4.19

Consider homelessness in the wake of disaster.

This project will provide a path for stable housing for RV residents in the wake of COVID-19.

RECREATION AND OPEN SPACE ELEMENT**OBJECTIVE 2****INCREASE RECREATION AND OPEN SPACE TO MEET THE LONG-TERM NEEDS OF THE CITY AND BAY REGION**

Policy 2.5

Encourage the development of region-serving open spaces in opportunity areas: Treasure Island, Yerba Buena Island, Candlestick and Hunters Point Shipyard.

The Candlestick Point State Recreation Area is envisioned to be completely redesigned and rehabilitated, to which Candlestick Point Hunters Point Shipyard Phase 2 development will contribute to a portion of the park improvements over the next ten to twenty years. The temporary use of the CPSRA parking facility for the Safe Parking Village would not undo the CPSRA's long term development and integration into the Candlestick development project. The proposal is to lease the land for only two years.

BAYVIEW HUNTERS POINT AREA PLAN**OBJECTIVE 13.4****PROVIDE NEW PUBLIC OPEN SPACE ALONG THE SHORELINE – AT ISLAIS CREEK, HERON'S HEAD, INDIA BASIN, HUNTERS POINT SHIPYARD AND CANDLESTICK POINT/SOUTH BASIN.****CANDLESTICK POINT SUB-AREA PLAN****OBJECTIVE 6****CREATE A WORLD CLASS SYSTEM OF OPEN SPACE THAT INCLUDES A SIGNIFICANT PORTION OF THE OVERALL HUNTERS POINT SHIPYARD, ENABLES IMPROVEMENTS THE SHORELINE ENHANCES ACCESS, PROVIDES A WIDE RANGE OF RECREATIONAL AND ECOLOGICAL RESTORATION OPPORTUNITIES, AND IS SEAMLESSLY INTEGRATED WITH THE EXISTING NEIGHBORHOOD.**

Policy 6.2

Improve the Candlestick Point State Recreation Area to enhance access by residents and visitors to the waterfront, and create great new public recreational and open spaces in the Project Site.

This project would help relocate recreational vehicles from an encampment that is currently blocking public access to the Candlestick Point State Recreation Area and surrounding portions of the CPSRA. Vehicles will be relocated to an existing unused CPSRA parking lot, which will allow CPSRA to re-open to the general public and be utilized for its

intended recreational purpose. While occupying a parking lot for the CPSRA within the timeframe of the lease proposal will make parking less available for users of the park, the long-term plans for the park's improvement and integration in the Candlestick Point – including improved access – will not be forgone and its schedule for improvement will not be affected by this short-term project.

Planning Code Section 101 Findings

Planning Code Section 101.1 establishes Eight Priority Policies and requires review of discretionary approvals and permits for consistency with said policies. The Project is found to be consistent with the Eight Priority Policies as set forth in Planning Code Section 101.1 for the following reasons:

1. That existing neighborhood-serving retail uses be preserved and enhanced and future opportunities for resident employment in and ownership of such businesses enhanced;

The Project would not have a negative effect on existing neighborhood-serving retail uses and will not have a negative effect on opportunities for resident employment in and ownership of neighborhood-serving retail, in either San Francisco County.

2. That existing housing and neighborhood character be conserved and protected in order to preserve the cultural and economic diversity of our neighborhoods;

The Project would not have a negative effect on housing or neighborhood character in San Francisco County. However, it will allow for the relocation of existing RV residents from residential streets to a designated safe parking area.

3. That the City's supply of affordable housing be preserved and enhanced;

The Project would not have an adverse effect on the City's supply of affordable housing. It is facilitating the transition of RV residents to moving and finding affordable housing.

4. That commuter traffic not impede MUNI transit service or overburden our streets or neighborhood parking;

The Project would not result in commuter traffic impeding MUNI transit service or overburdening the streets or neighborhood parking in San Francisco County. Instead, it will allow for the relocation of existing RV residents from neighborhood parking to a designated safe parking area.

5. That a diverse economic base be maintained by protecting our industrial and service sectors from displacement due to commercial office development, and that future opportunities for resident employment and ownership in these sectors be enhanced;

The Project would not cause displacement of the industrial or service sectors due to office development, and future opportunities for resident employment or ownership in these sectors would not be impaired for

San Francisco County.

6. That the City achieve the greatest possible preparedness to protect against injury and loss of life in an earthquake;

The Project would not have an adverse effect on City's preparedness against injury and loss of life in an earthquake.

7. That the landmarks and historic buildings be preserved;

The Project would not have an adverse effect on the City's Landmarks and historic buildings.

8. That our parks and open space and their access to sunlight and vistas be protected from development;

While the proposal includes occupying a parking lot within a State park for two years, over the long term, the Project would not have an adverse effect on the City's parks and open space and their access to sunlight and vistas.

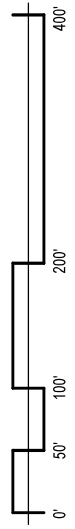
Recommendation: Finding the project, on balance, is in conformity with the General Plan

Attachments:

Overall Site Plan



SITE PLAN - OVERALL | CONCEPTUAL LAYOUT
 8/5/2021 | CANDLESTICK POINT VTC | SP-1000



PROGRESS DRAFT

SAN FRANCISCO PUBLIC WORKS
 CITY & COUNTY OF SAN FRANCISCO



March 9, 2022

Sally Chan
Controller's Office
Sally.chan@sfgov.org

Dear Sally,

The letter below clarifies the City and County of San Francisco Department of Homelessness and Supportive Housing's ("HSH") understanding of terms and timelines for the \$5.6 million grant from SB-129 Budget Act of 2021 (Sec 19.56 (b) (209)).

1. Grant and Project Timeline

The timeline below reflects the overall timeline of the \$5.6 million grant that HSH was awarded by HCD, including the HCD Grant Disbursement timeline, HSH Grant Expenditure timeline, and key dates related to the Bayview VTC.

- a. HCD Grant Disbursement Timeline
 - i. Start Date: Upon HCD Approval
 - ii. End Date: June 30, 2022
- b. HSH Grant Expenditure Timeline
 - i. Start Date: July 1, 2021
 - ii. End Date: June 30, 2026

| DATE | ACTION |
|---|---|
| July 1, 2021 | FY21-22 State Budget Effective Date |
| September 30, 2021 | FY21-22 Budget Act Approved |
| October 1, 2021 | FY21-22 Budget funds available for distribution |
| October 14, 2021 | HCD Award Letter Received by HSH |
| October 19, 2021 | San Francisco Board of Supervisors Approval of Sublease Terms for Bayview Vehicle Triage Center |
| October 21, 2021 | State Lands Commission Approval of Bayview Vehicle Triage Center Sublease |
| October 2021 – June 2022 | HSH Accept and Expend Legislative Process for \$5.6 million HCD grant |
| January 2022 | Program Opens with Phase 1 Capacity |
| Upon HCD Approval of Standard Agreement - June 30, 2022 | HCD disbursement deadline for \$5.6 million grant |
| July 1, 2021 – June 30, 2026 | HSH Grant Expenditure Timeline |



DEPARTMENT OF
HOMELESSNESS AND
SUPPORTIVE HOUSING

Shireen McSpadden, Executive Director



London Breed, Mayor

2. **Award Letter**

The HCD award letter received by HSH on October 14, 2021 states that work cannot begin pending an executed contract with HCD. This letter confirms that upon HSH executing a standard agreement with HCD and finalizing a Scope of Work, HSH is authorized to reimburse eligible costs reflected in the Scope of Work incurred as of July 1, 2021.

3. **Compliance Requirements**

There is no state guidance or requirements regarding interest accrued on the \$5.6 million grant for the Bayview VTC as this is within the local jurisdictions authority to determine. HSH will credit any interest earned to the General Fund Unallocated Revenues, per San Francisco's Annual Appropriation Ordinance (Sec 12.2).

If you have any questions or concerns, please don't hesitate to reach contact me at lisa.agustin@sfgov.org.

Sincerely,

Lisa Agustin
Fiscal Director
Department of Homelessness and Supportive Housing



TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Dylan Rose Schneider, Manager of Policy & Legislative Affairs
Department of Homelessness & Supportive Housing

DATE: March 1, 2022

SUBJECT: Accept & Expend Resolution for State Grant

GRANT TITLE: California Department of Housing and Community
Development (HCD) Grant for the Bayview Vehicle Triage
Center

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

Proposed grant resolution; original* signed by Department, Mayor, Controller –
(Document 3)

Grant information form, including disability checklist (Document 2)

Grant Expenditure Schedule and Budget (Document 4)

n/a Grant application

Letter of Intent or grant award letter from funding agency (Document 12)

Ethics Form 126 (if applicable) (Document 11)

Other (Explain):

- Document 5_HCD Standard Agreement 213
- Document 6_HCD Draft Scope of Work and Budget Detail
- Document 7_HCD Payee Record Form 204
- Document 8_Executed Resolution from File No. 210967 authorizing Director of Property on behalf of HSH to enter into and execute a sublease with State Parks for the Candlestick Vehicle Triage Center at Candlestick Point State Recreation Area
- Document 9_Bayview VTC_CEQA Exemption Letter
- Document 10_Bayview VTC_GPR Letter
- Document 13_HSH Letter Confirming Grant Terms and Timelines

Special Timeline Requirements:

Please schedule at earliest available date.

Departmental representative to receive a copy of the adopted resolution:

Name: Dylan Rose Schneider

Phone: 628.652.7742

Interoffice Mail Address: dylan.schneider@sfgov.org

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).





San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

ethics.commission@sfgov.org . www.sfethics.org

Received On:

File #: 220293

Bid/RFP #:

Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

1. FILING INFORMATION

| | |
|---|---|
| TYPE OF FILING | DATE OF ORIGINAL FILING (for amendment only) |
| Original | |
| AMENDMENT DESCRIPTION – Explain reason for amendment | |
| | |

2. CITY ELECTIVE OFFICE OR BOARD

| | |
|------------------------|--------------------------------------|
| OFFICE OR BOARD | NAME OF CITY ELECTIVE OFFICER |
| Board of Supervisors | Members |

3. FILER'S CONTACT

| | |
|----------------------------------|--------------------------------|
| NAME OF FILER'S CONTACT | TELEPHONE NUMBER |
| Angela Calvillo | 415-554-5184 |
| FULL DEPARTMENT NAME | EMAIL |
| office of the clerk of the Board | Board.of.Supervisors@sfgov.org |

4. CONTRACTING DEPARTMENT CONTACT

| | |
|---|--|
| NAME OF DEPARTMENTAL CONTACT | DEPARTMENT CONTACT TELEPHONE NUMBER |
| Bryn Miller | 978-460-2875 |
| FULL DEPARTMENT NAME | DEPARTMENT CONTACT EMAIL |
| HOM Homelessness and Supportive Housing | bryn.miller@sfgov.org |

| 5. CONTRACTOR | |
|---|---|
| NAME OF CONTRACTOR Comforts of Home | TELEPHONE NUMBER (630) 906-8002 |
| STREET ADDRESS (including City, State and Zip Code) 410 Rathbone Ave Aurora, IL 60506 | EMAIL |

| 6. CONTRACT | | |
|--|--------------------------------|--|
| DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S) | ORIGINAL BID/RFP NUMBER | FILE NUMBER (If applicable) 220293 |
| DESCRIPTION OF AMOUNT OF CONTRACT \$353,000 | | |
| NATURE OF THE CONTRACT (Please describe) Purchase of shower/toilet trailers. | | |

| 7. COMMENTS |
|-------------|
| |

| 8. CONTRACT APPROVAL | |
|-------------------------------------|--|
| This contract was approved by: | |
| <input type="checkbox"/> | THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM |
| <input checked="" type="checkbox"/> | A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors |
| <input type="checkbox"/> | THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS |

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
|----|--------------------------------|------------|------|
| 1 | Martin | Bradley | CEO |
| 2 | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| 6 | | | |
| 7 | | | |
| 8 | | | |
| 9 | | | |
| 10 | | | |
| 11 | | | |
| 12 | | | |
| 13 | | | |
| 14 | | | |
| 15 | | | |
| 16 | | | |
| 17 | | | |
| 18 | | | |
| 19 | | | |

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
|----|--------------------------------|------------|------|
| 20 | | | |
| 21 | | | |
| 22 | | | |
| 23 | | | |
| 24 | | | |
| 25 | | | |
| 26 | | | |
| 27 | | | |
| 28 | | | |
| 29 | | | |
| 30 | | | |
| 31 | | | |
| 32 | | | |
| 33 | | | |
| 34 | | | |
| 35 | | | |
| 36 | | | |
| 37 | | | |
| 38 | | | |

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor’s board of directors; (B) the contractor’s principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
|--------------------------|---|------------|------|
| 39 | | | |
| 40 | | | |
| 41 | | | |
| 42 | | | |
| 43 | | | |
| 44 | | | |
| 45 | | | |
| 46 | | | |
| 47 | | | |
| 48 | | | |
| 49 | | | |
| 50 | | | |
| <input type="checkbox"/> | Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type. | | |

10. VERIFICATION

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

| | |
|---|---------------------------|
| <p>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</p> <p>BOS Clerk of the Board</p> | <p>DATE SIGNED</p> |
|---|---------------------------|

From: [Conine-Nakano, Susanna \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Paulino, Tom \(MYR\)](#); [Schneider, Dylan \(HOM\)](#); [Buhse, Caroline \(MYR\)](#); [Miller, Bryn \(HOM\)](#); [Gee, Natalie \(BOS\)](#)
Subject: Mayor -- Resolution -- Vehicle Triage Center Grant
Date: Tuesday, March 22, 2022 4:24:34 PM
Attachments: [Mayor Breed -- Resolution -- Vehicle Triage Center Grant.zip](#)

Hello Clerks,

Attached for introduction to the Board of Supervisors is a Resolution authorizing the Department of Homelessness and Supportive Housing to execute a Standard Agreement with the California Department of Housing and Community development for \$5,600,000 of 2021-22 California Budget Act funds; to retroactively accept and expend those funds for capital expenses related to the Bayview Vehicle Triage Center for costs incurred July 1, 2021 through June 30, 2026; affirming the Planning Department's determination under the California Environmental Quality Act; and adopting the Planning Department's findings of consistency with the General Plan, and the eight priority policies of Planning Code, Section 101.1.

Please note that Supervisor Walton is a co-sponsor of this legislation.

Please let me know if you have any questions.

Sincerely,
Susanna

Susanna Conine-Nakano
Office of Mayor London N. Breed
City & County of San Francisco
1 Dr. Carlton B. Goodlett Place, Room 200
San Francisco, CA 94102
415-554-6147