

File No. 100137

Committee Item No. 4
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: City Operations & Neighborhood Ser. Date: February 22, 2010

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 Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form (for hearings) |
| <input 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 type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

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Completed by: Victor Young

Date February 18, 2010

Completed by: Victor Young

Date _____

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.

1 [Accept and Expend Grant - Recreation and Park Department Urban Forestry Project –
2 \$200,000]

3 **Resolution authorizing the San Francisco Recreation and Park Department to apply for,**
4 **accept and expend an Urban Forestry Inventory Grant administered by the California**
5 **Department of Forestry and Fire Protection in the amount of \$200,000 for the Urban**
6 **Forestry Project.**

7
8 WHEREAS, The Governor of the State of California in cooperation with the California
9 State Legislature has enacted Propositions 40 and 84, which provide funds to the State of
10 California and its political subdivisions for urban forestry programs; and,

11 WHEREAS, The State Department of Forestry and Fire Protection has been delegated
12 the responsibility for the administration of the program within the State, setting up necessary
13 procedures governing application by local agencies and non-profit organizations under the
14 program; and,

15 WHEREAS, Said procedures established by the State Department of Forestry and Fire
16 Protection require the applicant to certify by resolution the approval of application before
17 submission of said application to the State; and,

18 WHEREAS, The applicant will enter into an agreement with the State Department of
19 Forestry and Fire Protection to carry out an urban forestry inventory project; and,

20 WHEREAS, The San Francisco Recreation and Park Department (SFRPD) has
21 submitted a grant application to the State Department of Forestry and Fire Protection in the
22 amount of \$200,000 for the Urban Forestry Project; and,
23
24
25

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

3 WHEREAS, The grant does not require an amendment to the Annual Salary Ordinance
4 because no positions are being created or funded through SFRPD; now, therefore, be it

5 RESOLVED, That the Board of Supervisors hereby authorizes the SFRPD to apply for
6 "Propositions 40 and 84" grant program funds; and, be it

7 FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the SFRPD
8 to accept and expend \$200,000 in grant funds from the State Department of Forestry and Fire
9 Protection for the Urban Forestry Project; and, be it

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

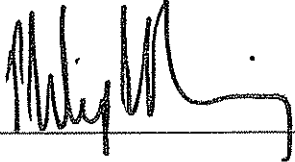
12 FURTHER RESOLVED, That the San Francisco Recreation and Park Commission
13 certifies that the said applicant has or will have sufficient funds to operate and maintain the
14 project; and, be it

15 FURTHER RESOLVED, That the San Francisco Recreation and Park Commission
16 certifies that said applicant will expend grant funds prior to March 30, 2012; and, be it

17 FURTHER RESOLVED, That the Board of Supervisors hereby authorizes the General
18 Manager of the SFRPD or his designee to execute and submit all documents including, but
19 not limited to applications, agreements, payment requests and so on, which may be
20 necessary for the completion of the aforementioned project.


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Recommended:

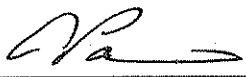


General Manager, Recreation and Park Department

Approved:



Mayor



Controller

CERTIFICATION _____

Grant Information Form

File Number: _____ (Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

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: Urban Forestry Inventory Grant Program
2. Department: Recreation and Park Department, Capital Division
3. Contact Person: Rick Thall, Project Manager, Telephone: 415-558-4007
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Applied for: \$ 200,000
6. Amount of Grant funding awarded: \$ 200,000 (Pending final approval from Cal Fire)

- 6a. Matching Funds Required: Yes
6b. Source(s) of matching funds (if applicable):

Source	Amount	Date Appropriated
2008 CNSNPB	\$ 190,000	FY 08-09*
Urban Forestry	\$3,000	FY 09-10
Open Space Fund - In-Kind Services	\$10,000	FY 09-10
Open Space Fund - In-Kind Services	\$1,500	FY 09-10
Total Matching	\$204,500	

* Continuing Project Funds

- 7a. Grant Source Agency: California Department of Forestry and Fire Protection
7b. Grant Pass-Through Agency (if applicable): Not Applicable
8. Proposed Grant Project Summary:

Grant funds will be used to hire a consultant to assist the Recreation and Park Department in a tree inventory and tree assessment for our park properties. The City's Recreation and Park Department (RPD) forestry unit, GIS, planning and capital staff will assist the consultant by providing historical information and feedback for the data database format to be used or data input. Planning Division staff with expertise in GIS and GPS Mapping will work closely with the consultant, to assure that the inventory tools develop can interface effectively with the RPD assets management and work order system and the departments GIS database.

9. Grant Project Schedule, as allowed in approval documents, or as prescribed:
Start-Date: January 1, 2010 End-Date: March 30, 2012

10. Number of new positions created and funded: 0

11. If new positions are created, explain the disposition of employees once the grant ends? N/A

12a. Amount budgeted for contractual services: \$ 195,000

12b. Will contractual services be put out to bid? Yes

12c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? This will further LBE contracting goals as required by the Human Rights Commission.

12d. Is this likely to be a one-time or ongoing request for contracting out? One-time

13a. Does the budget include indirect costs? Yes No

b1. If yes, how much?

b2. How was the amount calculated?

c. If no, why are indirect costs not included?

Not allowed by granting agency To maximize use of grant funds on direct services

Other: All grant funds budgeted for contractual services or supplies.

14. Any other significant grant requirements or comments: No

****Disability Access Checklist****

15. This Grant is intended for activities at (check all that apply):

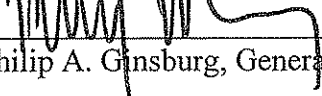
- Existing Site(s) Existing Structure(s)
 Existing Program(s) or Service(s) Rehabilitated Site(s)
 Rehabilitated Structure(s) New Program(s) or Service(s)
 New Site(s) New Structure(s)

16. The departmental ADA Coordinator and/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 access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Departmental or Mayor's Office of Disability

Reviewer: Paulina Araica, Project Manager PPD Capital Division
Paulina Araica, ADA Coordinator, Recreation and Park Dept.

Date Reviewed: October 26, 2009

Department Approval: 
Philip A. Ginsburg, General Manager, Recreation and Park Dept.



DEPARTMENT OF FORESTRY AND FIRE PROTECTION

Urban & Community Forestry Program
P.O. Box 944246
SACRAMENTO, CA 94244-2460
(916) 651-6423
Website: www.fire.ca.gov



January 9, 2008

Recreation & Park Dept. of San Francisco
Planning Division, McLaren Lodge
501 Stanyan Street
San Francisco, CA 94117-1898
Attention: Karen Mauney-Brodek

**RE: Concept Application for Urban Forestry
Inventory Grant Funding Cycle 2008/2009**

Dear Ms. Mauney-Brodek,

Congratulations! Your project concept application has been ranked high enough to be eligible for the next step in the application process. Two hard copies of the final proposal will be due to your CAL FIRE Regional Urban Forester by February 23, 2009. The enclosed checklist will show you what needs to be added to your concept application. Additionally, we have enclosed an Urban Forester contact list and a flow chart outlining the grant process.

Contact your CAL FIRE Regional Urban Forester for further details and instructions. He or she will also ultimately be the person administering the grant for CAL FIRE if you are successful in the final proposal process. It is suggested that you turn in your final proposal to the Regional Urban Forester well before the due date to enable them to advise you should anything be missing from your final proposal package. They will not be able to provide assistance with your final proposal package after the due date specified above.

The funds for your project have been set aside at this point pending a successful final proposal. Grant funds have not yet been awarded to your organization. You must meet the requirements of the final proposal in the allotted time to be awarded grant funds.

You should note that there is uncertainty at this time as to when grant funding will be available due to the freezing of all bond-funded obligations by the State Pooled Money Investment Board. CAL FIRE will stick to the application timeline explained above despite this uncertainty so that once the budget crisis has been resolved, grant agreements can be developed quickly thereafter. I look forward to getting your final proposal so that final grant award decisions and execution of grant agreements can be done as expeditiously as possible.

I would like to again congratulate you on a successful concept application.

Sincerely,

John Melvin
Forester I
Urban & Community Forestry Program Lead

enc

FULL PROPOSAL APPLICATION PACKAGE

For the Excel version please go to:

http://www.fire.ca.gov/resource_mgt/resource_mgt/urbanforestry

IMPORTANT

1. This is the full application packet to be completed by applicants who have received prior written approval to proceed with a full application. Some information may be copied directly from the approved Concept Proposal Application. However, more detail is required for the Project Description and the Budget Information. To obtain necessary information such as application instructions, program guidelines, and sample budgets, please refer to the complete application packet available on-line at:

http://www.fire.ca.gov/resource_mgt/resource_mgt/urbanforestry

2. The Full Proposal Application and all accompanying documents must be mailed or delivered to California Department of Forestry and Fire Protection at the address specified in your acceptance letter.

3. Please limit your responses. Use the guidelines indicated for each response, using a minimum of 11 point font. You can insert text in unprotected cells and insert lines in excel to help with text formatting, etc. Some cells are protected and cannot be changed. The Full Proposal document should not exceed 10 pages.

Full Proposal Application Form

1. APPLICANT AND PROJECT INFORMATION

The applicant must meet eligibility requirements listed in the Request for Proposal (RFP). The applicant will act as the fiscal agent and will enter into a contract with the California Department of Forestry and Fire Protection.

Proposal Information

Project Title:	Tree Inventory Grant (for San Francisco Recreation and Parks Department)
Project Manager:	Karen Mauney-Brodek
Grant Amount Requested:	\$200,000
Project Start Date:	July 1, 2009
Project Completion Date:	March 1, 2011

A) APPLICANT / FISCAL AGENT

The applicant must meet eligibility requirements listed above. The applicant will act as the fiscal agent and will enter into a contract with the Department of Forestry and Fire Protection if awarded.

Name of Organization:	Recreation & Park Department of San Francisco
Type of Organization:	City and County Department

Applicant Contact Person

Last Name:	Mauney-Brodek
First Name:	Karen
Title:	Planner
Telephone:	415-831-2789
E-mail:	karen.mauneybrodek@gmail.com

Mailing address	
Line 1:	Planning Division, San Francisco Recreation and Parks Department, McLaren Lodge
Line 2:	501 Stanyan Street
City:	San Francisco
State:	CA
Zip Code:	94117-1898

B) PARTNER / CO-SPONSOR
 List partner or co-sponsor, if applicable.

Name of Organization:	Mayor's Office of Greening, City and County of San Francisco
Type of Organization:	City and County Office

Partner Contact Person

Last Name:	Haryati
First Name:	Astrid
Title:	Greening Director
Telephone:	415-554-4886
E-mail:	astrid.haryati@sfgov.org
Other:	

Partner mailing address

Line 1:	City Hall, 201
Line 2:	1 Dr. Carlton B. Goodlett Place
City:	San Francisco
State:	CA
Zip Code:	94102

C) LOCATION INFORMATION

Please describe the location of the proposed project and include a map that clearly locates your project.

Name of project:	Tree Inventory Grant (for San Francisco Recreation and Parks Department)
Communities: (City or Unincorporated Area)	City of San Francisco
Counties:	County of San Francisco

2. PROJECT SPECIFIC INFORMATION

A) PROJECT DESCRIPTION

Describe the project. Include the number and job nature of the people involved in the project, the source of funds, materials, equipment, or services provided by the applicant. (500 words maximum)

The urban forest of San Francisco's city parks is invaluable. The iconic images of the trees in Golden Gate Park, Alamo Square and Washington Square are legendary and define the relationship the city has with our parks – they make our parks and public spaces. However, the unfortunate truth is while these trees are essential to the city's health and environment, the challenges the Department faces in regards to its urban forest are great. The San Francisco Recreation and Parks Department's (RPD) more than 3,000 acres of parkland holds a major portion of the City's trees. Exact figures are not available, but estimates range from 50,000 – 100,000 trees, with city parks responsible for at least half of the public trees in the city. Over the last few years written inventories and hazard assessments have been made for less than 5 of our over 200 parks. This lack of data, inventory or plan for our park trees is the major challenge for our urban forest. Many of our trees are very old, diseased, and have reached the end of their useful life, but without this data and limited resources, it is difficult to decide where to start and how to proceed. In the last major storm, on January 4th 2008, we lost approximately 300 park trees. We have no method for tracking this very significant lost spatially, planning for new trees and addressing new forestry needs in those parks.

The inventory project funded by this grant would provide funding for both inventory of the trees on park properties and provide much needed tools and technology to gain valuable information on our urban forest. RPD Staff including planning, forestry and GIS staff would be involved, in addition to a consulting forestry professional who would provide the much needed experience to prioritize where site order and provide the inventories.

B) PROGRAM OBJECTIVES

Describe the Project's objectives

The objective is to develop an inventory of the trees on Recreation and Parks' Department property. This inventory would include location, species, trunk diameter, health and structural conditions, suitability for preservation of tree on RPD property. Tree maintenance schedules and recommendations on replacement trees for those scheduled to be removed can also be incorporated into the inventory system. The inventory system designed will use a GIS/GPS format so that will be compatible with the RPD's work order system as well as interface with tree inventory systems developed with other city agencies. Some possible components of the inventory system include the ability to do urban forestry mapping and spatial projects. Due to the size and extent of the urban forest on RPD property, the proposed tree inventory will be conducted in phases, with the initial phase addressing areas of the urban forest that could pose potential hazards to the public. Information obtained from this and future tree inventories will be used to develop a tree management plan that accurately demonstrates the cost to manage a healthy urban forest and secure city budget allocations to meet the operational needs.

C) SCOPE OF WORK

Describe your approach, the design (methods), and implementation of the proposed work. (200 words)

This project will partner funds and in-kind staff resources from the City's Recreation and Parks Department Forestry, GIS, Planning and Capital Staff and the Clean and Safe Neighborhood Parks Bond funds. In addition, the Recreation and Parks Department will hire a consultant with to assist in the inventory and assessment similar to the "Tree Assessment of Park Presidio Boulevard" recently completed by HortScience Inc, on one of our properties. RPD Urban Forestry Division staff and Planning and GIS staff will assist the consultant by providing historical information and feedback for the database format to be used for data input. Planning Division staff with expertise in GIS and GPS mapping will work closely with the consultant to assure that the inventory tools develop can interface effectively with the RPD assets management and work order system and the Department's GIS database. This grant would be a huge step towards a complete inventory of our trees. Our plan is to compile this inventory hand-in-hand with our recently funded Bond Forestry Program. On February 5, 2008, the citizens of San Francisco voted overwhelmingly on for a number of improvements to our parks, including a commitment to our urban forest. Proposition A — the Clean and Safe Neighborhood Parks Bond - passed with 71% of the vote, exceeding the 66.7% required threshold. This bond measure included \$4 million dollars for urban forestry projects on RPD property. Our plan is to inventory and assess the condition of trees in our system, perform the physical tree repair and replanting as needed.

This project for assessment is accompanied by a public awareness campaign funded both by a State Forestry Grant, under the Education Program (under consideration in this round of grants as well) and through the outreach currently underway by the department. We are meeting with local community organizations, the Neighborhood Parks Council and other involved parks organizations, presenting and discussing the inventory and assessment program funded through the Clean and Safe Neighborhood Parks Bond. These meetings are advertised on line, by email and paper newsletters to local park groups. In developing the program, we worked closely with Friends of the Urban Forestry and other local forestry-focused organizations and they are still engaged with our needs and providing public information with us at meetings about the importance of a healthy, managed urban forest.

D) ESTIMATED TIMELINE

Briefly describe the timeline for completing proposal objectives (200 words)

Feb 2009 - Request for Proposals Advertised for Tree Inventory and Assessment Services
June 2009 - Contract Finalized, Consultant On Board
July 2009 - GPS Unit Acquired
July 2009 - December 2009 - Remote Sensing Data Gathered and Analyzed
July 2009- December 2009 Area Prioritization Performed - Consultant Provides Prioritized List of Sites to Inventory and Assessment
Spring 2010 - Consultant Begins Individual Park Assessment for Priority Sites
Inventory and Tree Assessments Performed Until Funds Depleted March 2011

Describe the products resulting from the proposed work. (200 words)

The proposed work will result in:

- 1) A Prioritized list of parks to inventory and assessments to be done
- 2) A Completed Set of ParkTree Inventory and Assessments, including GIS data compatible with our system
- 3) Rec Park Department Staff owned TRIMBLE unit for data verification and tracking
- 4) Complete Set of Remote Sensing Data of the City of San Francisco's Park Trees, analyzed for tree stress levels

F) BENEFITS

Explain how this proposal will benefit Urban Forestry. (200 words)

The Recreation and Parks Department has recently passed a General Obligation Bond that provides significant funding for tree work – to address the needs of our urban forest. We know that our needs are very large and our funds alone cannot address all the needs. These state grant dollars will allow the department to do more inventory and assessment work and tree repair, removals and planting as needed.

This project will have major short and long-term benefits to the City and County of San Francisco. By funding the needs of our urban forest, this program will vastly increase the information we currently have about the need and health of our urban forest. We will be able to inventory and assess more parks. Using the remote sensing data we will learn a lot about the trees in our system, the health of those trees, and identify new patterns. Once the remote sensing project is completed, lessons learned can then be applied elsewhere and to other large urban forestry systems. In addition, the community will be educated about the importance of tree health and needs. An educated public is a supportive public when the Department has to make alterations to our park trees. This information will allow us to improve the health of our forest.

G) ADDITIONAL INFORMATION

Describe any other important features of your proposal. (200 words)

Our forestry program is managed by our Urban Forestry Manager, Kelly Cornell, a Certified Arborist and Member of the International Society of Arboriculture.

This is a great example of the partnering of State and City Bond funds: the two budgets together can do more than either alone. In addition, this proposal is an example of using GIS and Remote Sensing Information for a unique urban environment. This example, which will allow the department to prioritize limited resources, could possibly be applied to other jurisdictions. All cities in California and elsewhere are challenged to find the appropriate resources to do all we would like to do; these new technologies may provide that assistance we need.

3. TASK AND BUDGET INFORMATION

Please provide an estimate of cost & budget information for your proposal in the following tables.

For information regarding standard labor rates, visit: <http://www.labormarketinfo.edd.ca.gov/>

Part 1: Task Item Budget

Please provide an estimate of costs and budget information for the task items proposed. Include all tasks and sub-tasks, including the costs that may be supported by agreements with partners/sub-contractors listed above. Tasks that describe the work to be undertaken should be described in brief statements in the Scope of Work (2 C above). Each task should have a separate number assigned to it. You should include one or more tasks for CEQA compliance if your proposal is subject to CEQA. All projects, with the exception of land acquisition, should include a task for Project Monitoring and Evaluation. Land acquisition costs such as purchase price, appraisal charge, survey costs, preliminary title reports costs, escrow fees and title insurance fees should be reported as separate tasks. The total amounts must correspond to the line-item table in Part 2. Other Funds includes partner or co-sponsor project amounts not included in the grant amount requested.

Project Work Task	Task Description	Other Funds	Grant Funds	Project Total
Task 1:	Site Prioritization, Inventory and Assessment	\$190,000	\$170,000	\$360,000
Task 2:	RPD Staff Consultant and Data Review	\$3,500		\$3,500
Task 3:	RPD Staff Outreach, Inventory Assistance	\$7,980		\$7,980
Task 4:	GPS & Remote Sensing Equip & Analysis	\$3,000	\$30,000	\$33,000
Add additional tasks as needed:				\$0
Administration:				\$0
Reporting:				\$0
	Monthly, annual, special, final			\$0
Invoicing:				\$0
Data collection:				\$0
CEQA or Permitting: N/A				\$0
	Negative Declaration			\$0
	Mitigations			\$0
	EIR/EIS			\$0
	other permits			\$0
Totals		\$0	\$200,000	\$404,480
TOTAL PROPOSED BUDGET: (should match total for Part 2: Line Item Table)				\$404,480

Part 2: Line Item Budget

Line-Item details must correspond to the task-items listed above. Please add rows and information to meet the specific needs of your proposal. Benefits may be listed separately or incorporated into the cost per hour rate. Indirect costs should be included in the overhead line item.

Line-Item Details	Description of activity	Other Funds	Grant Funds	Project Total
Total Salaries & Wages:				0
Personnel Services:				0
Class or title: Urban Forestry Manager	Consultant and Data Work Review, Outreach and Inventory Assistance	2133.2		2133.2
Cost per hour: 53.33				0
Anticipated Hours: 40				0
Benefits and 5% Overhead included in cost per hour				0
Class or title: Planner	Consultant and Data Work Review, Outreach and Inventory Assistance	2402.4		2402.4
Cost per hour: 60.06				0
Anticipated Hours: 40				0
Benefits and 5% Overhead included in cost per hour				0
Class or title: Project Manager	Consultant and Data Work Review, Outreach and Inventory Assistance	3444.4		3444.4
Cost per hour: 86.11				0
Anticipated Hours: 40				0
Benefits and 5% Overhead included in cost per hour				0
Class or title: Business Analysis (GIS Specialist)	Consultant and Data Work Review, Outreach and Inventory Assistance	3500		3500
Cost per hour: 43.75				0
Anticipated Hours: 80				0
Benefits and 5% Overhead included in cost per hour				0
(Insert more rows as applicable)				0
General Expenses:				0
Travel				0
Equipment	Trimble Unit	\$3,000	\$5,000	8000
Supplies				0
Data Software/Hardware				0

Partner Contracts				0
Professional & Consultant contracts		\$190,000	\$195,000	385000
Overhead				0
		204480	200000	404480

TOTAL PROPOSED BUDGET: (should match total for Part 1: Task Item Table)

A) EXPLANATION OF BUDGET AND COSTS

Describe the basis for the budget amounts listed in the tables above. (200 words)

Task 1 – This budget is based on the funds available from the Clean and Safe Neighborhood Parks Bond and the parks budget (both Open Space fund and general fund). It is anticipated that at least \$190,000 will be used funding a forestry professional's prioritization of our inventory work, for inventory and assessment, and a management plan of our urban forest. It is possible that over \$190,000 will be spent on these items by the Department.

Task 2 – This budget is based on an estimate of staff time needed to be spent by Planning, Capital and Operations staff reviewing the consultants proposed database, reviewing the data input and ensuring good inventory data in our system.

Task 3 – This budget is based on anticipated staff time needed by Planning, Capital and Operations staff as the inventory is conducted and assisting in its implementation.

Additional Tasks – This is based on the cost of proposed GPS units and remote sensing data and analysis. The anticipated cost of a TRIMBLE unit is estimated at \$8000 using for both for verification of the inventory and follow up to address pressing forestry issues. The remaining \$25,000 is the anticipated cost of the remote sensing data and analysis which can provide health information for our system, which will then allow us to prioritize those sites in greatest need. (please see attached cost and product description information)

Based on a cost analysis done of per tree inventory and assessment costs done using consulting professionals from 2004-2008 for RPD, cost range from \$5.50 a tree to approximately \$15 per tree depending on the number of trees in an area, and special conditions. It seems that we are able to achieve more competitive prices with larger sites and more trees, bringing per tree costs down. We expect our tree inventory and assessment cost to be in this range.

B) OTHER FUND SOURCES:

List any other fund sources, grants or applications, public or private that are considered matching funds for this proposal.

Description	Source	Type	Requested Amount	Funded?
1 Clean and Safe Neighborhood Parks Bond	SF City General Obligation Bond	Bond Funds	4,000,000	Yes
2 Staff Time and Equipment Funds	SF City Budget	Open Space and General Fund	13,500	Yes
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C) OTHER PROJECT WORK:


Location Status

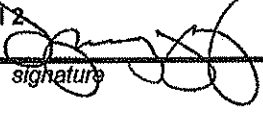
List any other projects or activities conducted in the conservation area over the past three years, public or private, that are explicitly linked to this proposal.

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SIGNATURE PAGE

Original, authorized signatures are required from the applicant organization that will act as the fiscal agent.

Sign and print name, title and date.
Approval 1  SAN FRANCISCO DEPARTMENT OF RECREATION + PARKS
DIRECTOR OF ADMINISTRATION + FINANCE
KATHARINE PETRUCIONE 2/20/09

Approval 2  MARY KING-GORLWY 2/20/09
SAN FRANCISCO DEPARTMENT OF RECREATION + PARKS
MANAGER OF FINANCE

KEY FEATURES

Real-time H-Star technology for decimeter to subfoot accuracy in the field

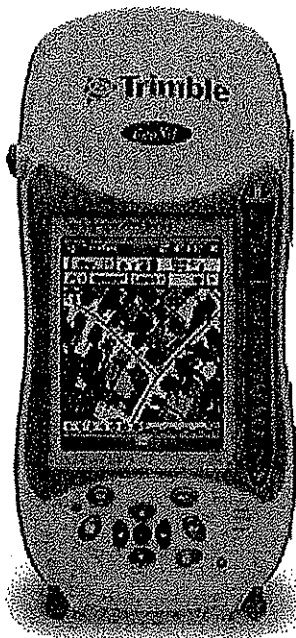
High-resolution VGA display for crisp and clear map viewing

Bluetooth and wireless LAN connectivity options

1 GB onboard storage plus SD slot for removable cards

Windows Mobile version 6 operating system

Rugged handheld with all-day battery



YOUR ULTIMATE SOLUTION FOR HIGH-ACCURACY ASSET MANAGEMENT

For high-accuracy GIS data collection and asset relocation, the Trimble® GeoXH™ handheld is the ultimate integrated solution. Engineered with H-Star™ technology, the GeoXH handheld delivers decimeter (10 cm) to subfoot (<30 cm) accuracy when you need it, making it the ideal device for electric and gas utilities, water and wastewater services, land reform projects, and other applications where on-the-spot positioning is crucial.

The unique GeoExplorer® 2008 series combines a Trimble GPS receiver with a rugged handheld computer, built for all-day use and packed with connectivity options. Technology this clever has never been more convenient.

Subfoot accuracy when you need it
When your GIS database requires the highest levels of accuracy, the GeoXH handheld is the answer. Using revolutionary Trimble H-Star technology, the GeoXH handheld delivers real-time subfoot (<30 cm) accuracy with the internal antenna, and decimeter (10 cm) accuracy with an optional Zephyr™ external antenna. Back-office data processing is eliminated, streamlining asset inventories and as-built mapping jobs.

Need to relocate assets in the field? The GeoXH handheld has you covered. Buried and hidden assets can be tracked down with ease, as the real-time high accuracy gets you straight to the point. Cables and pipes can be excavated without wasted effort or risk of damage to nearby assets.

Packed full of power
With a powerful 520 MHz processor, 128 MB RAM, and 1 GB of onboard storage, the GeoXH handheld is a high performance device designed to work as hard as you do. The handheld gives you all the power you need to work with maps and large data sets in the field, and its high resolution VGA display allows for crisp and clear viewing of your data.

The GeoXH handheld is powered by the industry-standard Windows Mobile® version 6 operating system so you can choose a software solution designed for your field requirements, whether off-the-shelf or purpose-built.

The Windows Mobile 6 operating system includes familiar Microsoft® software, including Word Mobile, Excel Mobile, and Outlook® Mobile, giving you all the tools you need for a seamless exchange of data between the field and the office.

Get the data you need, when you need it
With the GeoXH handheld you have the flexibility to work exactly the way you want to. Use the built-in wireless LAN connection to access your organization's secure network and get the most up-to-date information. And with Bluetooth® wireless technology, the GeoXH handheld offers wireless connection to a Bluetooth-enabled cellular phone for access to the Internet to receive real-time corrections from a VRS™ network and background map data. You can also wirelessly connect to other devices such as Bluetooth-enabled laser rangefinders and barcode scanners for convenient cable-free solutions that keep you productive in the field.

Built for the field
The GeoXH handheld has an integrated battery, good for a full day's work; simply charge the battery overnight and you're ready to go again. The GeoXH handheld will last the distance, and its rugged design can take a lot of punishment. Rain, hail or shine, it's built to keep working, whatever the weather throws at you.

When accuracy is critical
Rugged design and powerful functionality are the hallmarks of the GeoExplorer series. And now with H-Star technology providing decimeter to subfoot accuracy in real time, the 2008 series GeoXH handheld is your ultimate solution for high-accuracy asset management.

When accuracy is critical, the GeoXH handheld delivers—with unprecedented efficiency and reliability, when and where you need it.

GeoXH handheld

STANDARD FEATURES

System

- Windows Mobile 6 (Classic edition)
- VGA display (480 x 640), sunlight-readable color touchscreen
- Integrated Bluetooth 2.2 wireless technology
- Integrated 802.11b/g wireless LAN
- Ergonomic cable-free handheld
- Rugged and water-resistant design
- All-day internally rechargeable Li-Ion battery
- Marvell 520 MHz XScale processor
- 128 MB RAM
- 1 GB non-volatile flash data storage
- Sealed SD/SDHC card slot
- Integrated speaker and microphone

GPS

- Integrated high-performance GPS/SBAS¹ receiver and L1/L2 antenna
- H-Star technology for subfoot (<30 cm) real-time or postprocessed accuracy
- Deadmeter (10 cm) accuracy with an optional external Zephyr antenna
- RTCM and CMR real-time correction support
- TSP and NMEA1 protocol support
- EVEREST² multipath rejection technology

Standard Software

- GPS Controller for control of integrated GPS and in-field mission planning
- GPS Connector for connecting integrated GPS to external ports
- Microsoft Office Mobile
- Transcriber (handwriting recognition)

Standard Accessories

- Support module
- AC Power supply with international adapter kit
- USB data cable
- Stylus (x 2)
- Screen protectors (2-pack)
- Quick Start Guide
- Getting Started CD
- Hand strap
- Pouch

OPTIONAL FEATURES

Optional Software

- TerraSync³ software
- Trimble GPSCorrect⁴ extension for ESRI ArcPad software
- GPS Pathfinder⁵ Tools software Development Kit (SDK)
- GPS Pathfinder Office software
- Trimble GPS Analyst⁶ extension for ESRI ArcGIS Desktop software

Optional Accessories

- Power/serial dip (9-pin RS-232 serial connector and power input)
- Vehicle power adaptor⁷
- Li-Ion external power kit⁸
- Null modem cable
- Back pack kit
- Hard carry case
- Zephyr antenna kit
- 2 meter range pole
- Range pole bracket
- GeoBeacon⁹ receiver
- Anti-glare screen protectors (2-pack)

TECHNICAL SPECIFICATIONS

Physical

Size	21.5 cm x 9.9 cm x 7.7 cm (8.5 in x 3.9 in x 3.0 in)
Weight	0.81 kg (1.79 lbs) with battery
Processor	520 MHz Marvell PXA-270 XScale processor
Memory	128 MB RAM and 1 GB internal flash storage
Battery	Internal 7500 mAh lithium-ion 27.8 Watt-hours, rechargeable in unit

Power Usage

Low (no GPS or backlight)	1.8 Watts
Normal (with GPS and backlight)	3.2 Watts
High (with GPS, backlight, Bluetooth, and wireless LAN)	4.3 Watts

Environmental

Operating temperature	-20°C to +60°C (-4°F to 140°F)
Storage temperature	-30°C to +70°C (-22°F to 158°F)
Case	Dust-proof and resistant to heavy wind-driven rain per IP 65 standard Slip-resistant grip, shock and vibration resistant
Drop	0.9 m (3 ft) MIL-STD-810F, Method 516.5, Procedure IV

Input/Output

Expansion	SD card slot (SD or SDHC storage cards)
Display	8.9 cm (3.5 in) VGA (480 x 640 pixel) TFT, 16 bit (65,536) colors LED backlight

Interface

Touch screen	10 hardware control keys, power status LED
Audio system	events, warnings and notifications
Soft Input Panel (SIP)	virtual keyboard and handwriting recognition software
Microphone and speaker	record and playback utilities
USB 1.1 client	via support module
Serial via optional 9-pin RS-232 power/serial dip adaptor	
Bluetooth 1.2	Wireless LAN 802.11b/g

Radios

GPS Channels	26 (12 L1 code and carrier, 12 L2 carrier, 2 SBAS)
--------------	--

Integrated real-time SBAS¹ (dual-channel tracking)

Update rate 1 Hz

Time to first fix 30 seconds (typical)

Protocols

Data output: TSP NMEA-0183 v3.0 (GGA, VTG, GLL, GSA, ZDA, GSV, RMC)

Real-time corrections: RTCM 2x, RTCM 3.0, CMR, CMR+

Accuracy (HRMS)¹⁰ after differential correction

Real-time positioning

H-Star with internal antenna (within a VRS network, or <80 km): Subfoot (<30 cm)

H-Star with optional Zephyr antenna

Short baseline (within a VRS network, or <30 km): 10 cm

Long baseline (30-80 km): Subfoot (<30 cm)

Code corrections (SBAS¹ or external correction source): Submeter

Postprocessed positioning

H-Star with internal antenna (<80 km, or 3 bases within 200 km): Subfoot (<30 cm)

H-Star with optional Zephyr antenna

Short baseline (<30 km): 10 cm

Long baseline (30-80 km, or 3 bases within 200 km): 20 cm

Code postprocessed: Submeter

1 SBAS (Satellite Based Augmentation System). Includes WAAS available in North America only.

2 EVEREST available in Europe only, and MSAS available in Japan only.

3 NMEA output of real-time H-Star corrected data is not supported.

4 Power/serial dip also required.

5 With backlight at default setting (50% brightness).

6 Power draw will vary depending on radio usage.

7 Bluetooth and wireless LAN type approvals are country specific. GeoExplorer 2008 series handhelds have Bluetooth and wireless LAN approval in the U.S. and in most European countries. For further information please consult your local reseller.

8 Horizontal Root Mean Squared accuracy, 1-sigma (63%). Requires data to be collected with minimum of 5 satellites, maximum PDOP of 6, minimum SNR of 39 dBHz, minimum elevation of 15 degrees, and reasonable multipath conditions. Ionospheric disturbances, multipath signals or obstruction of the sky by buildings or tree canopy may degrade precision by interfering with signal reception. Except when using VRS corrections, a carrier or writer with proximity to base station by >1 ppm for postprocessing and real-time.

9 H-Star specified accuracy is typically achieved within 2 minutes. Requires data to be collected using Trimble field software.

10 SpeedBallons subject to change without notice.

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ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
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380 New York Street
Redlands, CA 92373-8100
Phone: 909-793-2853 Fax: 909-307-3049
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

To expedite your order, please attach a copy of this quotation to your purchase order.
Quote is valid from: 02/19/2009 To: 05/20/2009

Quotation # 20341641

Date: February 19, 2009

Customer # 118555 Contract #

CITY & COUNTY OF SAN FRANCISCO
TECHNOLOGY DEPT
1 S VAN NESS AVE
SAN FRANCISCO, CA 94103

ATTENTION: Sean Stasio
PHONE: (415) 831-2718
FAX: (415) 831-2099

Material	Qty	Description	Unit Price	Total
103987	1	GeoCollector Subfoot: ArcPad and Trimble GPScorrect for ArcPad pre-installed on a Trimble GeoXH (subfoot accuracy with postprocessing) handheld with 520 MHz XScale processor running the latest Microsoft Windows Mobile 6.0 software, VGA display (480 x 640) sunlight readable color touchscreen, internal rechargeable battery, 1 GB non-volatile Flash data storage, Bluetooth 1.2 wireless technology, 802.11b/g wireless LAN connectivity and sealed SD/SDHC card slot. The GeoCollector subfoot is capable of achieving decimeter to subfoot accuracy with postprocessing or in real-time with VRS or dual frequency base station suppliers, which may require subscription fees to providers. One year warranty and technical support is included with the entire GeoCollector Solution. For more information on the GeoCollector see www.esri.com/geocollector/offer .	6,500.00	6,500.00
94585	1	Backpack Kit for GeoCollector. The backpack kit provides a high-quality solution for using a GeoCollector system with an external antenna. The kit comes with a backpack and 12-inch backpack pole. The kit can be used with either the Hurricane or Zephyr antenna, which mounts directly on the 12-inch backpack pole.	290.00	290.00
94579	1	Hard Carry Case for GeoCollector.	295.00	295.00
68965	1	External Patch Antenna (5 m)	75.00	75.00
			Item Total:	7,160.00
			Subtotal:	7,160.00
			Sales Tax:	608.62
			Estimated Shipping & Handling(2 Day Delivery) :	0.00
			Contract Pricing Adjust:	0.00
			Total:	\$7,768.62

Please allow 2-4 weeks for delivery of hardware. Orders are subject to manufacturer availability.

Quoted By: Joseph Genter, (909) 793-2853 x2514
Email: jgenter@esri.com

Account Manager: Michael Chenevey
Email: mchenevey@esri.com

Acceptance of this quotation is limited to the ESRI License Agreement and the Quotation Terms and Conditions
This Quotation is made in confidence for your review. It may not be disclosed to third parties, except as required by law.

If sending remittance, please address to: ESRI, File No. 54630, Los Angeles, Ca 90074-4630

GENTERJ

This offer is limited to the terms and conditions incorporated and attached herein.

Technology Store
Quote Approval Form 1 for Product Ordering

DEPARTMENT USE			VENDOR USE	
Department Name & #:	Rec & Park 42	Index Code:	Quote Date:	2/19/2009
Ordered By:	Pat Cox	Sub-object:	Quote #:	PCD_0219T
Dept. Contact Phone #:	(415) 831-2756	Requisition #:	Quote Expiration Date:	3/21/2009
Department Approval: (Signature & Date)			Quoted By:	Todd Sparks
Other Approval: (Signature & Date)			Vendor Phone #	(415) 285-3292
DT Approval: (Signature & Date)			Vendor ID# / Contract#	64607 / 95257
COIT Project/Folio#:			Vendor Signature:	<i>Todd Sparks</i>

DELIVERY/BILLING INFORMATION		
VENDOR INFORMATION: Xtech - Eaton & Associates 1275 Fairfax Ave., Suite# 201 San Francisco, CA 94124 Attn: Todd Sparks Tel:(415) 285-3292 / Fax:(415) 643-0108	DELIVER TO:	BILL TO ADDRESS:
VENDOR REMITTANCE ADDRESS: Xtech - Eaton & Associates 1275 Fairfax Ave., Suite# 201 San Francisco, CA 94124 Attn: Accounting Tel:(415) 285-3292 / Fax:(415) 643-0108	SPECIAL INSTRUCTIONS/REQUIREMENTS (if necessary): ESRI Customer #118555	

Item No.	Quantity	Price Per Unit	Part Number	Description - include manufacturer/brand names	Extended Amount
1	1	\$ 75.00	56237-07	External Patch Antenna (5 m)	\$ 75.00
2	1	\$ 5,595.00	79000-00	Trimble - GeoXH Handheld 2008	\$ 5,595.00
3	1	\$ 495.00	51039	ArcPad 8 for Geo XH 2008	\$ 495.00
4	1	\$ 495.00	46837-09	Trimble - GPScorrect v2.42 extension for ESRI ArcPad software	\$ 495.00
5	1	\$ 295.00	44312-25	Backpack Kit	\$ 295.00
6	1	\$ 295.00	55239	Hard Carry Case	\$ 295.00
7					\$ -
8					\$ -
Total of this page:					\$7,250.00

If there is more than one page:				
Subtotal of Following Pages	Quote Subtotal	Sales Tax (8.5%)	Calif. Recycle Fee	GRAND TOTAL OF QUOTE:
	\$7,250.00	\$616.25		\$7,866.25
Admin Fee is for informational purposes - DO NOT ADD TO QUOTE. Calculate 1.9% FEE (before sales tax):				\$137.75



Berkeley Environmental Technology International, LLC

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Oakland, CA 94611 jscar@BerkEnviro.com
USA

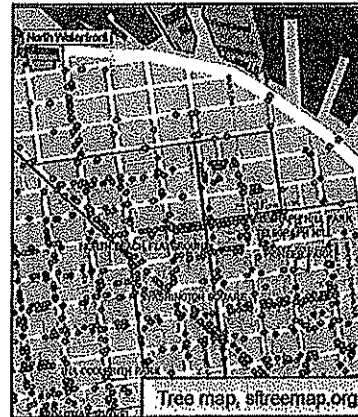
MEMORANDUM

AIRBORNE MAPPING FOR ESTIMATING TREE STRESS LEVELS

To: Karen Mauney-Brodek, Planning Unit, SF Recreation and Park Department
From: James Scarborough, Managing Partner
Date: February 2, 2009

This is a brief scope and cost estimate for producing a map of estimated tree stress levels for the entire area of San Francisco. This proposal applies established urban vegetation mapping techniques to existing airborne data. The objective is to cost effectively map tree stress to serve the larger Urban Forest assessment effort.

A digital map of estimated tree stress can be used, in part, to prioritize which of the City's 668,000 trees to visit for an intensive on-site assessment. This study will focus automated techniques and a small amount of field work to create the best possible City-wide map. A remote sensing map can be created rapidly and cost effectively. The benefit of this "triage" will be to help stakeholders prioritize their limited and valuable on-the-ground assessment to follow.



This new map will leverage existing spatial data in use by City agencies and the Urban Forest community at large.

Data to Use

- **Tree Database** - Tree location database, preferably with species indicated. More than one database can be combined. Any current information pertaining to health or other measurements will be used.
- **Air Photos** - High resolution color infrared (CIR) imagery of the City. Preferably airborne but high resolution satellite CIR products can also be used.
- **LIDAR** - Laser radar point cloud and surface model, preferably with point classification and intensity attributes.
- **Remote Sensing Sample Library** - Literature reference for what "vigor level" should be observed for stressed versus healthy trees. This will vary by the phenological type of different species.



Techniques to Apply

1. Create 3D urban model by geo-registering and fuzing the tree database, CIR imagery and LiDAR point cloud into a single model.
2. Extract 3D tree "objects" from the urban environment using image segmentation. The automated Berkeley Image Seg™ software was created by the contractor.
3. Calculate tree morphology including tree height, crown closure and canopy shape from the 3D tree objects.
4. Establish the phenological category for every tree. Trees will be classified into which functional/phenological category their species fits.
5. Segment into sunlit and shaded sides of the tree. Use image segmentation (again) and image processing to correct the CIR imagery to account for shading.
6. Calculate the NDVI (normalized difference vegetation index) for every tree segment. NDVI is the established remote sensing calculation for quantifying live green vegetation.
7. Estimate stress levels for every tree by ranking the stress levels within phenological type.
8. Deliver digital map for use in the larger tree assessment process conducted by Recreation and Park Department staff and other stakeholders.

Estimated Cost

Exact data costs (as some data may be available for free or low cost) and deliverables are yet to be determined. Based on the basic scope described in this memorandum our estimate is approximately \$25,000. The contractor will contribute the use of its own proprietary image segmentation and LiDAR segmentation software.





**CALIFORNIA DEPARTMENT OF FORESTRY AND FIRE PROTECTION
URBAN FORESTRY PROGRAM**

ENVIRONMENTAL CHECKLIST

Part 1: ADMINISTRATIVE INFORMATION

1. Project Title: San Francisco Recreation and Parks Department Forestry Program -- Inventory Grant
2. Project Applicant's Name: San Francisco Recreation and Parks Department
3. Name and title of checklist preparer: Daniel LaForte, Planner, Recreation and Parks Department

- This checklist is intended for use by applicants for California Department of Forestry and Fire Protection (CDF) Urban Forestry Program projects. It is modeled after the California Environmental Quality Act (CEQA) Environmental Checklist which has been modified to more closely focus on the types of actions and impacts expected to occur while conducting urban forestry tree planting projects. As the lead agency under CEQA, CDF must make a determination as to a project's potential environmental impacts, develop mitigation measures if necessary and determine the level of environmental documentation and review required. The completion of this checklist will assist CDF in identifying impacts of the proposed project prior to approval. To meet that need someone that is intimately familiar with the project and knowledgeable on potential environmental consequences must complete this checklist. The information in the checklist is meant to supplement the information provided in your application. Maps and photos supplied with your application will assist in CDF's review. This checklist is available electronically (MS Word 97) or may be completed by hand. If you need assistance please contact CDF Urban Forestry Program personnel.
- It is the intent of CDF and the Urban Forestry Program to approve tree-planting projects that are categorically exempt from further environmental review under CEQA. In order for a project to qualify for a categorical exemption CDF must find that there are no "unusual circumstances" associated with the project that lead to the project having impacts on environmental resources (e.g., threatened or endangered species, aesthetics, cultural resources, water quality, etc.) CEQA does not allow for a project's impacts to be minimized or compensated under a categorical exemption; avoiding impacts to resources is the only mitigation permitted. To meet that end the following questions were designed to identify environmental impacts that may occur in various tree planting settings and encourage project applicants to develop measures to avoid those impacts. In the event that potential impacts to a resource are identified it is recommended that the project applicant redesign or reconfigure their project proposal to avoid impacts to the resource. Failure to fully avoid impacts will result in your project requiring a "higher level" of environmental review such as the preparation of a negative declaration or environmental impact report. This could be costly and delay your project. Because of the time and cost associated with the preparation of a negative declaration or environmental impact report CDF encourages you to change your project in order to qualify for a categorical exemption.
- A brief explanation is required for "Yes" responses to the following questions. Responses must be supported by facts, not merely the personal opinion of the checklist preparer.
- All responses must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
- Earlier analyses may be used where an impact has been adequately analyzed in an earlier EIR or negative declaration. In this case, a brief discussion should identify the earlier analysis, describe the

mitigations that were developed and supply copies of relevant sections/pages. A source list should be attached, and other sources used or individuals contacted should be cited in the discussion sections were necessary.

Part 2: PROJECT DESCRIPTION

1. Project Location:
(city, county, nearest town, etc.) City of San Francisco

2. Description of Project: Describe the entire project, including but not limited to size and numbers of trees, size and depth of excavations, planting site preparation (i.e., land clearing), equipment to be utilized in planting and preparing the planting site (e.g., backhoes, power augers, heavy equipment), later phases of the project, and any secondary, support, or off-site features necessary for the project's implementation. Emphasis should be placed on activities that will potentially impact the environment rather than describing project benefits.
This Grant will fund the generation of reports including the inventory and assessment of trees in the San Francisco Parks System. It will not fund physical work.

3. Identify the type(s) of setting(s) where your project will be located.

Urban or Developed Settings	Rural, Undeveloped or Wildland Settings
<input type="checkbox"/> street (parkways, medians, sidewalks, etc.)	<input type="checkbox"/> undeveloped land
<input type="checkbox"/> existing landscaped city/county park	<input type="checkbox"/> new or rural park
<input type="checkbox"/> existing landscaped school grounds	<input type="checkbox"/> new school grounds
<input type="checkbox"/> urban trail, bike trail	<input type="checkbox"/> agricultural land
<input type="checkbox"/> public building grounds	<input type="checkbox"/> historic district, railroad right-of-way
<input checked="" type="checkbox"/> Other similar urban or developed setting. Describe setting: The project funded by this grant will have no physical affects. It will provide reports on trees in existing parks.	<input type="checkbox"/> riparian area (within 100 ft of a stream, lake or wetland)
	<input type="checkbox"/> Other similar rural, undeveloped or wildland setting. Describe setting:

Projects confined to urban or developed settings must address questions in Checklist, Part 4.

Projects that include rural, undeveloped or wildland settings must address questions in Checklist, Parts 3 and 4.

Part 3: ENVIRONMENTAL IMPACT ANALYSIS FOR PROJECTS IN RURAL, UNDEVELOPED OR WILDLAND SETTINGS

Projects, or portions of projects, planned for rural, undeveloped or wildland settings may have impacts on various resources (e.g., threatened or endangered species, cultural resources, water quality, etc.). Therefore, project applicants must conduct the following resource studies to determine if resources exist that warrant protection.

Resource Studies:

Conduct a Natural Diversity Data Base Search

Contact CDF, Urban Forestry Program staff to determine how to conduct a Natural Diversity Data Base (NDDB) Search. Submit a copy of the search results along with this Environmental Checklist. If the NDDB search identifies any threatened or endangered species of animals or plants that may be present describe avoidance measures in the appropriate discussion section.

Conduct an archaeological records check

Contact CDF, Urban Forestry Program staff to determine how to conduct an Archaeological Records Check. Submit a copy of the results along with this Environmental Checklist. If the Records Check identifies cultural resources within the project site describe measures to avoid impacts in the appropriate discussion section.

Conduct an archaeological survey

Contact CDF, Urban Forestry Program staff to determine how to conduct an archaeology survey. Submit a copy of the survey results along with this Environmental Checklist. If the archeological survey identifies cultural resources within the project site describe measures to avoid impacts in the appropriate discussion section.

Based on the results of the resource studies please respond to the following questions for projects located in rural, undeveloped or wildland settings.

1. Discuss the results of the resource studies and briefly describe the archaeological and biological resources identified within your project site.

Will the project:

2. Require the removal of native vegetation (trees, shrubs) prior to planting, thereby potentially impacting threatened or endangered plant or animal species or cultural resources? Yes No
3. Require extensive soil disturbance, thereby potentially causing soil erosion and impacting threatened or endangered species or cultural resources? Yes No
4. Require the use of large equipment (i.e., backhoe) thereby potentially impacting threatened or endangered species or cultural resources? Yes No
5. Occur within 100 feet of a perennial watercourse, riparian zone or wetland thereby potentially impacting threatened or endangered species, cultural resources or riparian values? Yes No

6. Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance to Yes No non-agricultural use?

7. Discuss any "Yes" responses and describe measures to avoid impacts.

Part 4 ENVIRONMENTAL IMPACT ANALYSIS FOR ALL PROJECTS

Please answer the following questions for all projects and discuss all "Yes" responses.
Will the proposed project:

1. Require approval from other public agencies (e.g., permits, financing approval, or participation agreement (e.g., grading permits, CALTRANS encroachment permits, right-of-way easements, etc.)) Yes No

2. Include activities that were identified in other environmental documents or analyses and support findings of no significant impact (e.g., CEQA documents, environmental surveys, general plans, studies, reports, etc.) Yes No

3. Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to general plans, specific plans, local coastal programs, or zoning ordinances)? Yes No

4. Conflict with any ordinances protecting biological resources, such as tree preservation ordinance, Habitat Conservation Plan, or other policy? Yes No

-
-
5. Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment? Yes No

-
-
6. Result in trees, once mature, coming into contact with power lines? Yes No

-
-
7. Expose people or structures to the risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands? Yes No

-
-
8. Have sufficient water supplies available to serve the project from existing entitlements and resources or substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)? Yes No

-
-
9. Result in substantial adverse impacts to public services for tree pruning and maintenance? Yes No
-
-

10. Substantially increase the use of existing neighborhood and regional parks or other recreational facilities or require the construction of additional recreational facilities resulting in significant environmental impacts? Yes No

11. Include trees known to produce pollen/allergens/odors that are irritants or objectionable to large numbers of people? Yes No

12. Substantially damage a scenic resource or vista or degrade the existing visual character or quality of the site and its surroundings including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway? Yes No

13. Result in, once trees are mature, undesirable shading of nearby property, including residences, offices, swimming pools, solar energy collectors, recreational facilities, etc. or subject adjoining properties to excessive amounts of litter and/or debris? Yes No

14. Obscure public safety improvements such as streetlights, traffic signals, signs, etc.? Yes No

If you checked "No" to all preceding questions or checked "Yes" and have provided the required Resource Studies and identified measures sufficient to protect all resource values the project may be categorically exempt from further environmental review. Sign the Certification, below, and submit this Checklist with your application to the CDF, Urban Forestry Program office. CDF will review your responses and determine whether additional environmental review is necessary prior to project approval.

Part 5: CERTIFICATION

I certify that I have reviewed the proposed project's description and inspected the project site(s). I have provided accurate and factual responses to the questions and have supplied accurate information when requesting database searches. In my opinion the proposed project will not have any negative impacts on the environment.

Daniel J. Forts

Signature of Checklist Preparer

2/20/09

Date

Part 6 DETERMINATION

DETERMINATION (To be completed by CDF, Urban Forestry Program Personnel)

As a representative of CDF and as lead agency for environmental review under CEQA I have determined that an environmental impact evaluation for the proposed project has been satisfactorily completed.

On the basis of this evaluation:

- I find that the proposed project will not have a significant effect on the environment and meets the Class 6 categorical exemption requirements. This project is therefore exempt from the requirement for the preparation of environmental documents. A Notice of Exemption (NOE) will be prepared by CDF.
- I find that the proposed project could not have a significant effect on the environment and does not meet the Class 4 categorical exemption requirements, therefore a negative declaration will be prepared.
- I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the applicant. A mitigated negative declaration will be prepared.
- I find that the proposed project may have a significant effect on the environment, and an environmental impact report is required.
- I find that the proposed project may have a "potentially significant impact" or "potentially significant unless mitigated impact" on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An environmental impact report is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or Negative Declaration pursuant to applicable standards and (b) have been avoided or mitigated pursuant to an earlier EIR, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.


Signature of Authorized CDF Reviewer

Print Name

Title

Date

PAYEE DATA RECORD(Required when receiving payment from the State of California in lieu of IRS W-9)
STD. 204 (Rev. 8-2003)

1	INSTRUCTIONS: Complete all information on this form. Sign, date, and return to the State agency (department/office) address shown at the bottom of this page. Prompt return of this fully completed form will prevent delays when processing payments. Information provided in this form will be used by State agencies to prepare information Returns (1099). See reverse side for more information and Privacy Statement. NOTE: Governmental entities, federal, State, and local (including school districts), are not required to submit this form.		
2	PAYEE'S LEGAL BUSINESS NAME (Type or Print) City and County of San Francisco SOLE PROPRIETOR - ENTER NAME AS SHOWN ON SSN (Last, First, M.I.) Karen.Mauney-Brodek@sfgov.org E-MAIL ADDRESS Karen.Mauney-Brodek@sfgov.org MAILING ADDRESS 501 Stanyan Street BUSINESS ADDRESS 501 Stanyan Street CITY, STATE, ZIP CODE San Francisco, CA, 94117-1898 CITY, STATE, ZIP CODE San Francisco, CA, 94117-1898		
3	ENTER FEDERAL EMPLOYER IDENTIFICATION NUMBER (FEIN): 94-60000417 <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> ESTATE OR TRUST <input type="checkbox"/> INDIVIDUAL OR SOLE PROPRIETOR CORPORATION: <input type="checkbox"/> MEDICAL (e.g., dentistry, psychotherapy, chiropractic, etc.) <input type="checkbox"/> LEGAL (e.g., attorney services) <input checked="" type="checkbox"/> EXEMPT (nonprofit) <input type="checkbox"/> ALL OTHERS ENTER SOCIAL SECURITY NUMBER: _____ <small>(SSN required by authority of California Revenue and Tax Code Section 18646)</small>		NOTE: Payment will not be processed without an accompanying taxpayer I.D. number.
4	PAYEE RESIDENCY STATUS <input checked="" type="checkbox"/> California resident - Qualified to do business in California or maintains a permanent place of business in California. <input type="checkbox"/> California nonresident (see reverse side) - Payments to nonresidents for services may be subject to State income tax withholding. <input type="checkbox"/> No services performed in California. <input type="checkbox"/> Copy of Franchise Tax Board waiver of State withholding attached.		
5	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. AUTHORIZED PAYEE REPRESENTATIVE'S NAME (Type or Print) Jared Blumenfeld TITLE General Manager SIGNATURE  DATE 02/19/2009 TELEPHONE (415) 831-2701		
6	Please return completed form to: Department/Office: _____ Unit/Section: _____ Mailing Address: _____ City/State/Zip: _____ Telephone: (____) _____ Fax: (____) _____ E-mail Address: _____		

1	<p>Requirement to Complete Payee Data Record, STD. 204</p> <p>A completed Payee Data Record, STD. 204, is required for payments to all non-governmental entities and will be kept on file at each State agency. Since each State agency with which you do business must have a separate STD. 204 on file, it is possible for a payee to receive this form from various State agencies.</p> <p>Payees who do not wish to complete the STD. 204 may elect to not 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 backup withholding and nonresident State income tax withholding. Amounts reported on Information Returns (1099) are in accordance with the Internal Revenue Code and the California Revenue and Taxation Code.</p>
2	<p>Enter the payee's legal business name. Sole proprietorships must also include the owner's full name. An individual must list his/her full name. The mailing address should be the address at which the payee chooses to receive correspondence. Do not enter payment address or lock box information here.</p>
3	<p>Check the box that corresponds to the payee business type. Check only one box. Corporations must check the box that identifies the type of corporation. 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 the California Revenue and Taxation Code Section 18646 to facilitate tax compliance enforcement activities and the preparation of Form 1099 and other information returns as required by the Internal Revenue Code Section 6109(a).</p> <p>The TIN for individuals and sole proprietorships is the Social Security Number (SSN). Only partnerships, estates, trusts, and corporations will enter their Federal Employer Identification Number (FEIN).</p>
4	<p>Are you a California resident or nonresident?</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>Payments to all nonresidents may be subject to withholding. Nonresident payees performing services in California or receiving rent, lease, or royalty payments from property (real or personal) located in California will have 7% of their total payments withheld for State income taxes. However, no withholding is required if total payments to the payee are \$1,500 or less for the calendar year.</p> <p>For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below: Withholding Services and Compliance Section: 1-888-792-4900 E-mail address: wscs.gen@ftb.ca.gov For hearing impaired with TDD, call: 1-800-822-6268 Website: www.ftb.ca.gov</p>
5	<p>Provide the name, title, signature, and telephone number of the individual completing this form. Provide the date the form was completed.</p>
6	<p>This section must be completed by the State agency requesting the STD. 204.</p>
	<p>Privacy Statement</p> <p>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.</p> <p>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.</p> <p>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.</p> <p>All questions should be referred to the requesting State agency listed on the bottom front of this form.</p>

NONDISCRIMINATION COMPLIANCE STATEMENT

STD. 19 (REV. 3-85)

COMPANY NAME

City and County of San Francisco, Recreation and Park Department

The company named above (hereinafter referred to as "prospective contractor") hereby certifies, unless specifically exempted, compliance with Government Code Section 12990 (a-f) and California Code of Regulations, Title 2, Division 4, Chapter 5 in matters relating to reporting requirements and the development, implementation and maintenance of a Nondiscrimination Program. Prospective contractor agrees not to unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), medical condition (cancer), age (over 40), marital status, denial of family care leave and denial of pregnancy disability leave.

CERTIFICATION

I, the official named below, hereby swear that I am duly authorized to legally bind the prospective contractor to the above described certification. I am fully aware that this certification, executed on the date and in the county below, is made under penalty of perjury under the laws of the State of California.

OFFICIAL'S NAME

Jared Blumenfeld

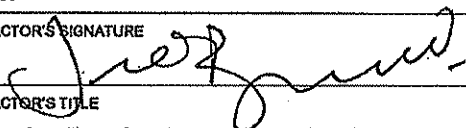
DATE EXECUTED

February 20, 2009

EXECUTED IN THE COUNTY OF

San Francisco

PROSPECTIVE CONTRACTOR'S SIGNATURE



PROSPECTIVE CONTRACTOR'S TITLE

General Manager, San Francisco Recreation and Park Department

PROSPECTIVE CONTRACTOR'S LEGAL BUSINESS NAME

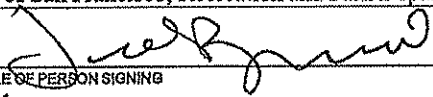
City and County of San Francisco, Recreation and Park Department

DRUG-FREE WORKPLACE CERTIFICATION

STD. 21 (REV. 12-93)

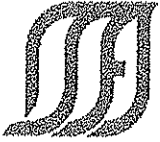
CERTIFICATION

I, the official named below, hereby swear that I am duly authorized legally to bind the contractor or grant recipient to the certification described below. I am fully aware that this certification, executed on the date below, is made under penalty of perjury under the laws of the State of California.

CONTRACTOR/BIDDER FIRM NAME City and County of San Francisco, Recreation and Park Department		FEDERAL ID NUMBER 94-6000417
BY (Authorized Signature) 		DATE EXECUTED February 19, 2009
PRINTED NAME AND TITLE OF PERSON SIGNING Jared Blumenfeld		TELEPHONE NUMBER (Include Area Code) (415) 831-2701
TITLE General Manager, San Francisco Recreation and Park Department		
CONTRACTOR/BIDDER FIRM'S MAILING ADDRESS 501 Stanyan Street, San Francisco, CA 94117-1898		

The contractor or grant recipient named above hereby certifies compliance with Government Code Section 8355 in matters relating to providing a drug-free workplace. The above named contractor or grant recipient will:

1. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations, as required by Government Code Section 8355(a).
2. Establish a Drug-Free Awareness Program as required by Government Code Section 8355(b), to inform employees about all of the following:
 - (a) The dangers of drug abuse in the workplace,
 - (b) The person's or organization's policy of maintaining a drug-free workplace,
 - (c) Any available counseling, rehabilitation and employee assistance programs, and
 - (d) Penalties that may be imposed upon employees for drug abuse violations.
3. Provide as required by Government Code Section 8355(c), that every employee who works on the proposed contract or grant:
 - (a) Will receive a copy of the company's drug-free workplace policy statement, and
 - (b) Will agree to abide by the terms of the company's statement as a condition of employment on the contract or grant.
4. At the election of the contractor or grantee, from and after the "Date Executed" and until _____^(DATE) (NOT TO EXCEED 36 MONTHS), the state will regard this certificate as valid for all contracts or grants entered into between the contractor or grantee and this state agency without requiring the contractor or grantee to provide a new and individual certificate for each contract or grant. If the contractor or grantee elects to fill in the blank date, then the terms and conditions of this certificate shall have the same force, meaning, effect and enforceability as if a certificate were separately, specifically, and individually provided for each contract or grant between the contractor or grantee and this state agency.



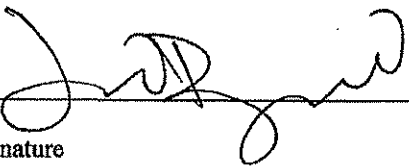
City and County of San Francisco
Recreation and Park Department

Capital Improvement Division
30 Van Ness Avenue, 5th Floor
San Francisco, CA 94102-6020

Phone: 415-581-2559 Fax: 415-581-2540
Web: parks.sfgov.org

Statement of Compliance With Applicable Laws

I, Jared Blumenfeld, certify that the San Francisco Recreation and Park Department will abide by all applicable federal, state, and local laws, ordinances, regulations and policies in carrying out this State bond-funded project. Failure to do so will lead to cancellation of the grant award.



Signature

General Manager

Title

February 19, 2009

Date

(415) 831-2701

Phone Number



Mayor Gavin Newsom
General Manager Jared Blumenfeld

RECREATION AND PARK COMMISSION
City and County of San Francisco
Resolution No. 0902-011

FUNDING FROM THE URBAN FORESTRY GRANT PROGRAM ENTITLED, "Urban Forestry Inventory Grant", AS PROVIDED THROUGH PROPOSITIONS 40 and 84.

WHEREAS, the Governor of the State of California in cooperation with the California State Legislature has enacted Propositions 40 and 84, which provide funds to the State of California and its political subdivisions for urban forestry programs; and

WHEREAS, the State Department of Forestry and Fire Protection has been delegated the responsibility for the administration of the program within the State, setting up necessary procedures governing application by local agencies and non-profit organizations under the program, and

WHEREAS, said procedures established by the State Department of Forestry and Fire Protection require the applicant to certify by resolution the approval of application before submission of said application to the State; and

WHEREAS, the applicant will enter into an agreement with the State of California to carry out an urban forestry project; now therefore be it


RESOLVED that the Recreation and Park Commission:

1. Approved the filing of an application for "Propositions 40 and 84" grant program funds; and
2. Certifies that said applicant has or will have sufficient funds to operate and maintain the project; and,
3. Certifies that funds under the jurisdiction of the Recreation and Park Commission are available to begin the project., and
4. Certifies that said applicant will expend grant funds prior to March 30, 2011, and
5. Appoints the Recreation and Park Department as agent of the Recreation and Park Commission to conduct all negotiations, execute and submit all documents including, but not limited to applications, agreements, amendments, payment requests, etc., which may be necessary for the completion of the aforementioned project.

Adopted by the following vote:

Ayes	7
Noes	0
Absent	0

I hereby certify that the foregoing resolution was adopted at the Regular Meeting of the Recreation and Park Commission held on February 19, 2009.


Margaret A. McArthur, Commission Liaison

February 20, 2009

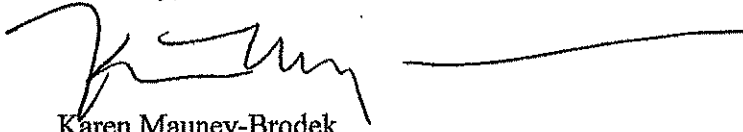
To Whom It May Concern,

The Recreation and Parks Commission of the San Francisco Recreation and Parks Department is the authority body over the Department's activities. The Commission's signed resolution is enclosed.

We have also requested a San Francisco Board of Supervisor's Resolution which is a long and complicated process. We have requested that the resolution be expedited. We anticipate this resolution to be passed by the Board of Supervisors and signed by the Mayor the week of March 9th. The final, signed resolution will be forwarded at that time. I have attached a draft of that resolution.

Thank you very much for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Karen Mauney-Brodek', followed by a horizontal line extending to the right.

Karen Mauney-Brodek
Planner
San Francisco Recreation & Park Department
Karen.mauneybrodek@gmail.com
415-831-2789

FILE NO.

RESOLUTION NO.

1 [Apply-accept-expend State Grant Funds available under the from the California State
2 Department of Forestry and Fire Protection Urban Forestry Inventory Grant in the amount of
3 \$200,000 for the Urban Forestry Inventory Project]

4 **Resolution authorizing the San Francisco Recreation and Park Department to apply,**
5 **accept and expend a Urban Forestry Inventory Grant administered by the California**
6 **Department of Forestry and Fire Protection in the amount of \$200,000 for the Urban**
7 **Forestry Inventory Project.**

8
9 WHEREAS, The Governor of the State of California in cooperation with the California
10 State Legislature has enacted Propositions 40 and 84, which provide funds to the State of
11 California and its political subdivisions for urban forestry programs; and,

12 WHEREAS, The State Department of Forestry and Fire Protection has been delegated
13 the responsibility for the administration of the program within the State, setting up necessary
14 procedures governing application by local agencies and non-profit organizations under the
15 program; and,

16 WHEREAS, Said procedures established by the State Department of Forestry and Fire
17 Protection require the applicant to certify by resolution the approval of application before
18 submission of said application to the State; and,

19 WHEREAS, The applicant will enter into an agreement with the State of California to
20 carry out an urban forestry project; and

21 WHEREAS, The Department proposes to maximize use of available grant funds on
22 program expenditures by not including indirect cost in the grant budget; now, therefore, be it

23 **RESOLVED, That the Board of Supervisors approved the filing of an application for**
24 **"Propositions 40 and 84" grant program funds; and, be it**

1 RESOLVED, That the Board of Supervisors approves the acceptance and expenditure
2 of a Urban Forestry Inventory grant in the amount of \$200,000 for the Urban Forestry Project;
3 and, be it

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

6 FURTHER RESOLVED, That the Board of Supervisors certifies that Grantee has or will
7 have available prior to commencement of any work on the project included in this application,
8 sufficient funds to operate and maintain the project; and, be it

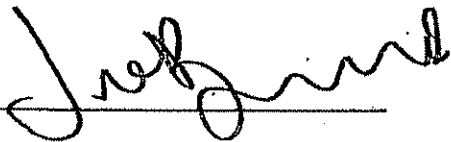
9 FURTHER RESOLVED, That the Board of Supervisors certifies that said applicant will
10 expend grant funds prior to March 30, 2011; and, be it

11 FURTHER RESOLVED, That the Board of Supervisors appoints the Recreation and
12 Park Department as agent to conduct all negotiations, execute and submit all documents
13 including, but not limited to applications, agreements, payment requests and so on, which
14 may be necessary for the completion of the aforementioned project; and, be it

15 FURTHER RESOLVED, That the Board of Supervisors certifies that Grantee has
16 reviewed, understands and agrees to the General Provisions contained in the Contract shown
17 in the Procedural Guide.

18
19 Approved and Adopted on this _____ day of _____ 2009

20 Recommended:

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24 General Manager, Recreation and Park Department

1 Approved:

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Mayor

Controller

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CERTIFICATION _____

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5. Task and Budget Information

A. Budget

Provide an estimate of costs and budget information for the project.

Project Work Task	Task Description	Matched Funds	Amount Requested	Task Total Cost
Task 1	Site Inventory and Assessment	\$190,000.00	\$170,000.00	\$360,000.00
Task 2	RPD Staff Consultant and Data Review	\$3,500.00	\$0.00	\$3,500.00
Task 3	RPD Staff Outreach, Inventory Assistanc	\$8,000.00	\$0.00	\$8,000.00
Task 4				
Additional Tasks	GPS & Remote Sensing Equip & Analysis	\$3,000.00	\$30,000.00	\$33,000.00
Admin / Overhead	Overhead is built into the tasks above			
TOTALS		\$204,500.00	\$200,000.00	\$404,500.00

B. Explanation of Budget and Costs

In the space provided, describe the basis for the budget amounts listed above.

Task 1 – This budget is based on the funds available from the Clean and Safe Neighborhood Parks Bond. It is anticipated that at least \$190,000 of the \$4 Million available will be used for inventory and assessment of our urban forest. It is possible that over \$190,000 from the Bond will be spent on inventory and assessment.

Task 2 – This budget is based on an estimate of staff time needed to be spent by RPD Planner/GIS manager reviewing the consultants proposed database, reviewing the data input and ensuring good inventory data in our system.

Task 3 – This budget is based on anticipated staff time needed by Planning, Capital and Operations staff as the inventory is conducted and assisting in its implementation.

Additional Tasks – This is based on the cost of a proposed GPS unit and remote sensing data and analysis. The anticipated cost of a TRIMBLE unit is estimated at \$8000 to be for both for verification of the inventory and follow up to address pressing forestry issues. The remaining \$25,000 is the anticipated cost of the remote sensing data and analysis which can provide health information for our system, which will then allow us to prioritize those sites in greatest need and assist us in determining where to begin the inventory.

C. Other Funding Sources

List other funding sources, grants or applications that are considered matching funds for this proposal.

Description	Source	Requested Amount	Funded?
Clean and Safe Neighborhood Parks Bond	SF City General Obligation Bond	4,000,000	YES
Staff Time and Equipment Funds	SF City Budget	\$13,500.00	YES

