

File No. 141191

Committee Item No. 3

Board Item No. 13

**COMMITTEE/BOARD OF SUPERVISORS**

**AGENDA PACKET CONTENTS LIST**

Committee: Budget & Finance Committee

Date January 28, 2015

Board of Supervisors Meeting

Date February 3, 2015

**Cmte Board**

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission Report                      |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Introduction Form                            |
| <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 checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Form 126 – Ethics Commission                 |
| <input 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)**

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Completed by: Linda Wong Date January 23, 2015

Completed by: L.W. Date January 29, 2015

1 [Accept and Expend Grant - Randall Museum Friends - Randall Museum Renovation Project -  
2 Not to Exceed \$3,500,000]

3 **Resolution retroactively authorizing the Recreation and Park Department to accept and**  
4 **expend a grant not to exceed \$3,500,000 from the Randall Museum Friends, for the**  
5 **enhancements to the Randall Museum Renovation Project at the Randall Museum, for**  
6 **the term of December 17, 2014, through August 31, 2016.**

7  
8 WHEREAS, The Recreation and Park Department ("Department" or "RPD") operates  
9 and maintains real property owned by the City and County of San Francisco ("City")  
10 commonly known as the Randall Museum (the "Museum"), consisting of a building and  
11 approximately 16 acres of surrounding park land, including, but not limited to, a parking lot  
12 and portion of the surrounding playgrounds, and commonly known as 199 Museum Way (the  
13 "Property"), in San Francisco; and

14 WHEREAS, The Commission, through the Recreation and Park Department ("RPD") is  
15 charged, among other things, with operating the museum to provide enriching recreational  
16 activities and maintain and preserve the facility for the well-being of our diverse community;  
17 and

18 WHEREAS, The Randall Museum Friends ("RMF") is a private, nonprofit, public benefit  
19 corporation organized for the primary purpose of providing educational services to the  
20 community through the Museum's operations, programs, and capital projects; and

21 WHEREAS, RMF is dedicated to providing leadership and support for, and promoting  
22 and enhancing the use, appreciation and stature of, the Randall Museum; and

23 WHEREAS, RMF and RPD secured a \$5,400,000 Nature Education Facilities Program  
24 Grant ("NEFP Grant"), awarded by the State of California; and

1 WHEREAS, On February 5, 2013, the Board of Supervisors passed and adopted  
2 resolution legislation authorizing RPD to accept and expend the NEFP Grant and on February  
3 11, 2013, the Mayor approved the legislation as Resolution No. 27-13; and

4 WHEREAS, During the planning process, RMF and RPD determined additional funds  
5 would be desirable to: 1.) enhance the grant base budget, 2.) enhance the renovation project,  
6 and 3.) ensure that the Museum is refurbished and revitalized in ways consistent with NEFP  
7 grant and the Museum's mission to inspire creativity, curiosity and appreciation for the natural  
8 world through an integrated program of arts and science; and

9 WHEREAS, RPD does not have additional funds available for the renovation project,  
10 therefore RMF intends to provide funds to enhance the base budget; and

11 WHEREAS, RMF has engaged in a fundraising campaign to fund: 1.) the cost of  
12 enhancements to the grant base budget, as a cash grant, valued at up to \$2,300,000, and 2.)  
13 the cost of Furniture, Fixtures, and Equipment ("FFE"), as a grant-in-place valued at up to  
14 \$1,200,000; and

15 WHEREAS, On August 21, 2014, the Recreation and Park Commission approved the  
16 conceptual plan, the donor recognition plan and the grant agreement with RMF, and  
17 recommended to the Board of Supervisors to accept and expend the Grant as Resolution No.  
18 1410-005; and

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

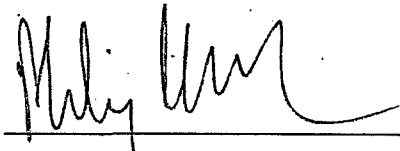
21 RESOLVED, That the Board of Supervisors approves the Grant and authorizes the  
22 Recreation and Park Department General Manager to accept and expend the Grant, and to  
23 perform all acts required of the City there under; and, be it

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

1 FURTHER RESOLVED, That all actions heretofore taken by the officers of the City  
2 with respect to the Grant are hereby approved, confirmed and ratified; and be it

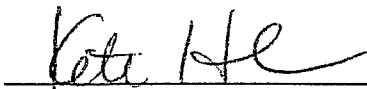
3 FURTHER RESOLVED, That the Board of Supervisors authorizes the Recreation and  
4 Park General Manager to enter into any modifications to the Grant that the Recreation and  
5 Park General Manager determines, in consultation with the City Attorney, are in the best  
6 interests of the City and do not materially increase the obligations or liabilities of the City, are  
7 necessary or advisable to effectuate the purposes of the Grant or this Resolution, and are in  
8 compliance with all applicable laws, including the City's Charter.

9  
10 Recommended:

11  
12  
13   
14 \_\_\_\_\_

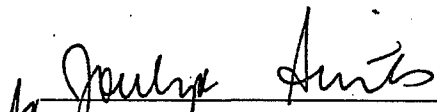
15 General Manager, Recreation and Park Department

16  
17 Approved:

18  
19   
20 \_\_\_\_\_

21 <sup>For</sup>  
22 Mayor

17 Approved:

18  
19   
20 \_\_\_\_\_

21 Controller

23  
24  
25  
Recreation and Park Department

**File Number:** \_\_\_\_\_  
(Provided by Clerk of Board of Supervisors)

**Grant Resolution Information Form**  
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Randall Museum
2. Department: The Recreation and Park Department
3. Contact Person: Abigail Maher Telephone: 831-2790
4. Grant Approval Status (check one):  
 Approved by funding agency       Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$3,500,000.00
- 6a. Matching Funds Required: \$  
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: Randall Museum Friends  
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: Randall Museum Friends proposes to provide a grant to the City of funding and equipment to enhance the renovation planned for the Randall Museum.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: August 2014      End-Date: August 2016
- 10a. Amount budgeted for contractual services: \$2,300,000.00  
b. Will contractual services be put out to bid? Yes  
c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? Yes  
d. Is this likely to be a one-time or ongoing request for contracting out? One time
- 11a. Does the budget include indirect costs?       Yes       No  
b1. If yes, how much? \$  
b2. How was the amount calculated?  
c1. If no, why are indirect costs not included?  
 Not allowed by granting agency       To maximize use of grant funds on direct services  
 Other (please explain): Not allowed by granting agency.

c2. If no indirect costs are included, what would have been the indirect costs? Force account labor overhead.

12. Any other significant grant requirements or comments:

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

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments: The project conceptual plans were reviewed by Mayor's Office on Disability (MOD) ADA Coordinator. Subsequently, construction drawings will be reviewed and approved for ADA Compliance by MOD ADA Coordinator.

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Paulina Araica  
(Name)

ADA Coordinator for Physical Access, Recreation and Park Department  
(Title)

Date Reviewed: 9/17/14

Paulina Araica  
(Signature Required)

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

Philip A. Ginsburg  
(Name)

General Manager, Recreation and Park Department  
(Title)

Date Reviewed: 10/31/14

Philip A. Ginsburg  
(Signature Required)

Randall Museum	
Grant Name: Randall Museum Friends- \$3,500,000.00	
Budget Category:	Amount:
A. Personnel	\$0.00
B. Fringe	\$0.00
C. Travel	\$0.00
D. Equipment	\$1,200,000.00
E. Supplies	\$0.00
F. Site Elements	\$0.00
G. Construction	\$2,300,000.00
	<u>\$3,500,000.00</u>
H. Indirect Costs	\$0.00
Grant Amount	\$3,500,000.00

**GRANT ACCEPTANCE AGREEMENT**  
Between Randall Museum Friends  
And  
San Francisco Recreation and Park Department

WHEREAS, The Recreation and Park Department ("Department" or "RPD") operates and maintains real property owned by the City and County of San Francisco ("City") commonly known as the Randall Museum (the "Museum"), consisting of a building and approximately 16 acres of surrounding park land, including, but not limited to, a parking lot and portion of the surrounding playgrounds, commonly known as 199 Museum Way (the "Property"), in San Francisco, as more particularly depicted on Exhibit A attached hereto; and

WHEREAS, The Commission, through the Recreation and Park Department ("RPD") is charged, among other things, with operating the Museum to provide enriching recreational activities and maintain and preserve the facility for the well-being of our diverse community; and

WHEREAS, The Randall Museum Friends ("RMF") is a private, nonprofit, public benefit corporation organized for the primary purpose of providing educational services to the community through the Museum's operations, programs, and capital projects. RMF is dedicated to providing leadership and support for, and promoting and enhancing the use, appreciation and stature of, the Randall Museum; and

WHEREAS, RMF and the City have a Public-Private Support And Cooperation Framework Memorandum of Understanding ("MOU"), reference date March 2007; and

WHEREAS, This Grant Agreement, dated for reference purposes only as September 15, 2014, is by and among the City, acting through RPD, and RMF; collectively referred to herein as the ("Parties"). The purpose of this Grant Agreement is to delineate the responsibilities of each of the Parties in the acceptance of private funding for the design and construction of the Randall Museum Renovation Project ("Project").

WHEREAS, RMF and RPD secured a \$5.4M Nature Education Facilities Program Grant ("NEFP Grant"), awarded by the State of California; and

WHEREAS, On February 5, 2013, the Board of Supervisors passed and adopted resolution legislation authorizing RPD to accept and expend the NEFP Grant and on February 11, 2013, the Mayor approved the legislation; and

WHEREAS, RMF and RPD have developed the Conceptual Plan to implement the NEFP Grant, attached hereto as Exhibit B; and

WHEREAS, During the planning process, RMF and RPD determined additional funds would be desirable to: 1.) enhance the NEFP Grant base budget, 2.) enhance the Project, and 3.) ensure that the Museum is refurbished and revitalized in ways consistent with NEFP Grant and the Museum's mission to inspire creativity, curiosity and appreciation for the natural world through an integrated program of arts and science; and

WHEREAS, RMF has engaged in a fundraising campaign of up to \$3.5M ("Grant") to fund: 1.) the cost of enhancements to the NEFP Grant base budget, as a cash grant, valued at up to



**Exhibit C**

\$2,300,000, and 2.) the cost of Furniture, Fixtures, and Equipment ("FFE"), as a grant-in-place valued at up to \$1,200,000; and

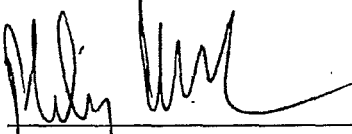
Now, therefore, it is agreed as follows:


Subject to the Recreation and Park Commission and Board of Supervisors acceptance of the Grant, the Department accepts the Grant from RMF, under the following conditions:

1. **Public-Private Support And Cooperation Framework Memorandum of Understanding ("MOU").** The MOU shall remain as the primary document to guide the partnership between RPD and RMF.
2. **Cash Grant.** In support of the Project, no later than April 1, 2015, RMF shall donate to the City up to \$2,300,000.000 raised through its fundraising campaign for construction of the Project as set forth in the Conceptual Plan.
3. **Grant-in-Place: Furniture, Fixtures, and Equipment ("FFE").**
  - a. **Schedule.** RMF shall coordinate with Department staff to determine an appropriate start and finish date and time for RMF's installation of the FFE that works with the renovation schedule for the Museum.
  - b. **Removals and/or Alterations.** The Department reserves the right to remove or alter the FFE, to the Museum in its sole discretion. However, the Department shall conduct "good faith efforts" to contact RMF and to collaborate with RMF in advance of removing or altering any major component of the FFE.
4. **Funding.** Neither RMF nor RPD shall be obligated to fund any funding shortfall pursuant to this Agreement or any other agreement unless such party expressly so agrees in writing.
5. **Contacts/Notices:**

SF RECREATION AND PARK DEPARTMENT	RANDALL MUSEUM FRIENDS
Philip A. Ginsburg, General Manager McLaren Lodge 501 Stanyan Street San Francisco, CA 94117	Mitchell Shapson, President Randall Museum 199 Museum Way San Francisco, CA 94114

6. Approvals:

 10/31/14  
 Phil Ginsburg, General Manager      Date  
 Recreation and Park Department  
 501 Stanyan Street  
 San Francisco, CA 94117

 11/05/14  
 Mitchell Shapson, President      Date  
 Randall Museum Friends  
 199 Museum Way  
 San Francisco, CA 94114

7. Attachments:

- Exhibit A: Map
- Exhibit B: Conceptual Plan

# Introduction Form

By a Member of the Board of Supervisors or the Mayor

Time stamp  
or meeting date

I hereby submit the following item for introduction (select only one):

1. For reference to Committee. (An Ordinance, Resolution, Motion, or Charter Amendment)

2. Request for next printed agenda Without Reference to Committee.

3. Request for hearing on a subject matter at Committee.

4. Request for letter beginning "Supervisor [ ] inquires"

5. City Attorney request.

6. Call File No. [ ] from Committee.

7. Budget Analyst request (attach written motion).

8. Substitute Legislation File No. [ ]

9. Reactivate File No. [ ]

10. Question(s) submitted for Mayoral Appearance before the BOS on [ ]

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

Small Business Commission     Youth Commission     Ethics Commission

Planning Commission     Building Inspection Commission

**Note: For the Imperative Agenda (a resolution not on the printed agenda), use a Imperative Form.**

**Sponsor(s):**

Supervisor Scott Wiener

**Subject:**

Accept and Expend Grant – Randall Museum Friends - \$3,500,000.00

**The text is listed below or attached:**

Resolution authorizing the Recreation and Park Department to accept and expend a grant of up to \$3,500,000, from the Randall Museum Friends, for the enhancements to the Randall Museum Renovation Project at the Randall Museum.

Signature of Sponsoring Supervisor: Scott Wiener

**For Clerk's Use Only:**

**RECREATION AND PARK COMMISSION**  
**City and County of San Francisco**  
**Resolution No. 1410-005**

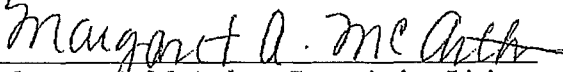
**RANDALL MUSEUM RENOVATION PROJECT**

**RESOLVED**, That this Commission does: 1) approve a conceptual plan for the renovation of the Randall Museum ("Project"), 2) approve a donor recognition plan for the Project, 3) approve a grant agreement between the Randall Museum Friends ("RMF") and the Recreation and Park Department for enhancements to the design of the Project, and 4) recommend the Board of Supervisors accept and expend a cash grant in the amount of up to \$2.3M for enhancements to the construction budget and accept an in-kind grant in the amount of up to \$1.3M for Furniture, Fixtures and Equipment ("FFE") for the Randall Museum.

Adopted by the following vote:

Ayes	5
Noes	0
Absent	2

I hereby certify that the foregoing resolution  
was adopted at the Recreation and Park  
Commission meeting held on October 16, 2014

  
Margaret A. McArthur, Commission Liaison

