



Mayor Gavin Newsom
Philip A. Ginsburg, General Manager

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Philip A. Ginsburg, General Manager
Recreation and Parks Department
DATE: December 7, 2012
SUBJECT: Accept In-Kind Gift Resolution for Randall Museum Renovation Project

GRANT TITLE: Nature Education Facilities Program

Attached please find the original and 4 copies of each of the following:

- ✓ Proposed in-kind gift resolution; original signed by Department, Mayor, Controller
- ✓ Grant Resolution Information Form, including disability checklist
- ✓ In-kind gift budget
- ✓ Recreation and Park Commission approval
- ✓ In-kind gift award letter from Randall Museum Friends (RMF) agency
- ✓ Other (Explain): Memorandum of Understanding (MOU) with the Randall Museum Friends (RMF)

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Matt Jasmin Phone: 415. 581.2552

Interoffice Mail Address: matt.jasmin@sfgov.org

Certified copy required Yes No

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

File Number: _____

(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form

(Effective October 2012)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept in-kind grant funds.

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

1. Grant Title: Randall Museum Friends In-Kind Grant
2. Department: Recreation and Park Department
3. Contact Person: Matt Jasmin Telephone: 415.581.2552
4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$130,000

6a. Matching Funds Required: N/A

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Randall Museum Friends

b. Grant Pass-Through Agency (if applicable): N/A

8. Proposed Grant Project Summary: This grant is in support of a In-Kind gift for a Project Coordinator for the improvements to the Randall Museum. The improvements include: new geology and zoology exhibits, a new science lab, new elevator, as well as the renovation of the live animal exhibit, classroom, restrooms, first floor lobby, and concession area. Sustainable design and building techniques will be implemented as per the grant requirements.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: October 24, 2012

End-Date: June 30, 2017

10a. Amount budgeted for contractual services: \$130,000, for Project Coordinator services.

b. Will contractual services be put out to bid? No.

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

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): In kind gift for professional services.

c2. If no indirect costs are included, what would have been the indirect costs? N/A

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:

A Request for Proposal for the design team is currently being developed. The project will include new museum exhibits, a new science lab, new accessible bathrooms, renovation of the first floor lobby and concessions areas and a new elevator. The project, including all parking areas, will comply with ADA requirements. The construction documents will be reviewed by the Mayor's Office of Disability Reviewer when appropriate. Construction is scheduled to begin in December of 2014.

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

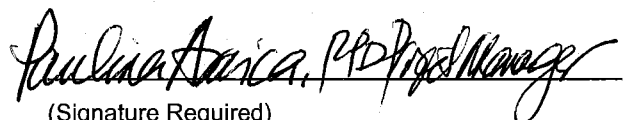
Paulina Araica

(Name)

ADA Compliance Coordinator, Recreation and Park Department, Planning & Capital Division

(Title)

Date Reviewed: 12/5/12


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

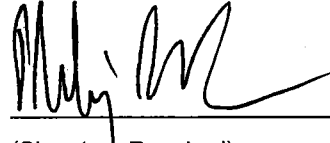
Philip A. Ginsburg

(Name)

General Manager, Recreation and Park Department

(Title)

Date Reviewed: _____



(Signature Required)