



November 1, 2013

Angela Calvillo  
Clerk of the Board of Supervisors  
1 Dr. Carlton B. Goodlett PLace  
City Hall, Room 244  
San Francisco, CA 94102

Subject: **Release of Business Portal Project Reserve**

Dear Ms. Calvillo:

I respectfully request that the reserve in the amount of \$217,200 on the Business Portal Project be released and scheduled to be heard before the Budget and Finance Committee on November 6, 2013. The original reserve in the amount of \$217,200 was placed on this project by the Budget Committee during the June 2013 budget hearings.

Business Portal is a joint program with the Office of Economic & Workforce Development, Department of Technology and the Mayor's Office of Civic Innovation. This program will implement #13 of the Mayor's Jobs Plan through the use technology enhancements to make the City's business permit and licensing process more efficient and easier to navigate. Goals of the program are to:

- Streamline and simplify business interactions with the City, making it easier to start, stay and grow jobs in San Francisco.
- Use innovative technologies to create a great experience for San Francisco businesses.
- Ensure our business owners have the right information at the right time
- Provide reporting to City leadership using agreed performance goals and service delivery standards

If there are any questions in regards to this request, please contact the Mayor's Chief Innovation Officer, Jay Nath at (415) 830-5175 or [jay.nath@sfgov.org](mailto:jay.nath@sfgov.org).

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Rufo".

Todd Rufo  
Director, Office of Economic & Workforce Development

A handwritten signature in black ink, appearing to read "Marc Touitou".

Marc Touitou  
CIO of San Francisco (City & County)  
Director of the Department of Technology

cc: Kate Howard  
Harvey Rose  
Ben Rosenfield