

File No. 120936

Committee Item No. 2

Board Item No. 8

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee

Date 10/03/2012

Board of Supervisors Meeting

Date October 16, 2012

#### 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"/>            | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Youth Commission 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 checked="" 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"/>            | Form 126 – Ethics Commission                 |
| <input checked="" type="checkbox"/> | <input checked="" 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: Victor Young

Date September 28, 2012

Completed by: Victor Young

Date 10/2/12

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[Accept and Expend Grant - Energy Efficiency Program - \$156,000]

**Resolution authorizing the Department of the Environment to retroactively accept and expend a grant in the amount of \$156,000 from the California Public Utilities Commission, through Pacific Gas and Electric Company, to continue an Energy Use and Demand Reduction Through Energy Efficiency Program in the City and County of San Francisco during 2012.**

WHEREAS, The California Public Utilities Commission (CPUC); requires the Investor-Owned Utilities (IOU) to use ratepayer dollars to fund and administer a portfolio of programs that enhance system reliability and provide in-state benefits, including cost-effective energy efficiency; and

WHEREAS, The City, through the Department of the Environment, and the Pacific Gas and Electric Company (PG&E), the IOU serving the City, have, since 2003, entered into a series of contracts and contract modifications to conduct energy efficiency programs in the City using funds allocated for this purpose by the CPUC through PG&E; and

WHEREAS, The CPUC, at its regular meeting of September 24, 2009, made an initial award of \$12,000,000 of Public Goods Charge revenues to fund the partnership program between PG&E and the City for additional energy efficiency programs; and

WHEREAS, The Department of the Environment negotiated a new revenue contract with PG&E (the "Contract") for \$11,400,000 beginning in 2010; and

WHEREAS, In 2010, PG&E awarded an additional \$455,000 to the Department of the Environment which was approved through the AAO process; and

1           WHEREAS, The Energy Watch program since 2010 has provided technical services  
2 and \$5,264,558 in incentives to upgrade over 1,600 business and multifamily buildings in San  
3 Francisco, reducing energy bills by more than \$6,834,000 per year; and

4           WHEREAS, The Department of the Environment and PG&E have agreed to increase  
5 the program goals and activities; and

6           WHEREAS, The Department of the Environment and PG&E have negotiated an  
7 addition to the contract of \$156,000; and

8           WHEREAS, The contract does not require an Annual Salary Ordinance amendment  
9 and partially reimburses the Department of the Environment for 10 existing positions; and,

10          WHEREAS, The term of the grant is from August 1, 2012 through December 31, 2012;  
11 and

12          WHEREAS, A request for retroactive approval is being sought because the Department  
13 of the Environment needed time to determine the budgetary allocations for the grant; and

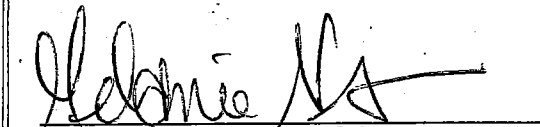
14          WHEREAS, The budget for the additional funding does not include indirect costs; now,  
15 therefore, be it

16          RESOLVED, That pursuant to Administrative Code section 10.170-1, the Board of  
17 Supervisors authorizes the Department of the Environment to retroactively accept and expend  
18 a grant in the amount of up to \$156,000 from CPUC, through the PG&E, to continue the  
19 Energy Efficiency Program in the City and County of San Francisco; and, be it

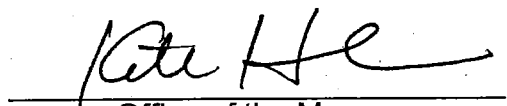
20          FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
21 indirect costs in the grant budget.

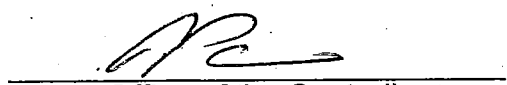
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RECOMMENDED:

  
Department of the Environment

APPROVED:

  
Office of the Mayor

  
Office of the Controller

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** The Department of the Environment  
**DATE:** August 28, 2012  
**SUBJECT:** Accept and Expend Resolution Private Grant  
**GRANT TITLE:** PG&E Energy Upgrade California

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

- Proposed grant resolution; original signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant application
- Grant award letter from funding agency
- Other (Explain):

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Rachel Buerkle

Phone: 415-355-3704

Interoffice Mail Address:

Certified copy required Yes

No X

(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).



**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: Energy Watch PG&E Contract
2. Department: Department of the Environment
3. Contact Person: Rachel Buerkle Telephone: 415-355-3704
4. Grant Approval Status (check one):  
 Approved by funding agency                       Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$156,000
- 6a. Matching Funds Required: No  
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: California Public Utilities Commission  
b. Grant Pass-Through Agency (if applicable): Pacific Gas & Electric Co.
8. Proposed Grant Project Summary:  
This is additional funding for a contract which provides implementation, support, and recruitment incentives for energy-efficiency upgrades on single family homes.  
The project ultimately reduces the City's overall greenhouse gas emissions by reducing energy use and improves indoor air quality.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: August 1, 2012                      End-Date: December 31, 2012
- 10a. Amount budgeted for contractual services: \$116,000  
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):

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

Our indirect costs are calculated as a percentage of personnel costs. Since there is no personnel funding in this award, there is no calculation for indirect. This is additional funding (only) for a grant that currently has a budget of \$16,895,000 and an indirect budget of \$948,640.

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):

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)

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

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

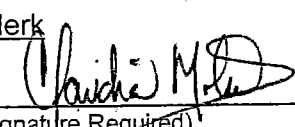
If such access would be technically infeasible, this is described in the comments section below:

Comments:

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

Claudia Molina, Departmental ADA Coordinator, Payroll Personnel Clerk

Date Reviewed: 8/3/12

  
(Signature Required)

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

Melanie Nutter, Director, Department of the Environment

Date Reviewed: 

8/3/12  
(Signature Required)



**Accept and Expend/ASO  
Energy Upgrade California  
SF Department of the Environment**

<b>Professional Services</b>			
Printing, Mailing and Local Advertising	Outreach campaign for homeowners		\$ 111,000
Implementation	Updating Website		\$ 5,000
<b>Subtotal</b>			<b>\$ 116,000</b>
<b>Incentive Dollars</b>			
Marketing Incentives for participating homeowners	Recruitment incentive for referrals		\$ 40,000
<b>Subtotal</b>			<b>\$ 40,000</b>
<b>TOTAL PROJECT COST</b>			<b>\$ 156,000</b>



**Pacific Gas and  
Electric Company®**

July 17, 2012

City and County of San Francisco  
Department of Environment  
Reuben Schwartz  
11 Grove Street  
San Francisco, CA 94102

*Mailing Address:*  
Mail Code N6G  
Pacific Gas and Electric Company  
P. O. Box 770000  
San Francisco, CA 94177-0001

*Overnight Mail:*  
Mail Code N6G  
Pacific Gas and Electric Company  
245 Market Street  
San Francisco, CA 94105-1702

RE: Contract Work Authorization for Continued Work on the Energy Upgrade California Program

Dear Mr. Schwartz:

As requested, this letter confirms that Pacific Gas and Electric Company (PG&E) plans to direct \$156,000 to the San Francisco Department of the Environment (SFDOE) for the remaining portion of 2012 to be spent on the department's continuing outreach initiatives in support of PG&E's Whole Home program and Energy Upgrade CA.

In accordance with a decision by the California Public Utilities Commission (CPUC), PG&E plans to direct available ratepayer funds to continue through December, 2012, successful Energy Upgrade CA programs that were previously supported by American Recovery and Reinvestment Act (ARRA) funds. SFDOE has requested, and PG&E has agreed to fund, the amount of \$156,000, which will be conveyed through a Contract Work Authorization under the existing Master Service Agreement between PG&E and the SFDOE. Both PG&E and SFDOE anticipate successful negotiation and execution of the scope of work within the next several weeks. The term of the new scope of work is anticipated to be between August and December, 2012. Please contact me or Tonya Redfield (415-973-5408) if you have any questions.

Sincerely,

Lynne Galal  
Government and Community Partnerships  
Pacific Gas and Electric Company