



**Carla Short, Interim Director** | Director's Office

carla.short@sfdpw.org | T. 628.271.3078 | 49 South Van Ness Ave. Suite 1600, San Francisco, CA 94103

## NOTICE OF AMENDMENT

Date: July 31, 2023

Grantee: Hunters Point Family  
150 Executive Park Blvd., #3500  
San Francisco, CA 94134

Contract ID: 1000029167

Supplier ID: 0000018607

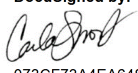
Grant Program: Pit Stop Workforce Development Grant

Amendment #1: Increase payrates by \$302,984 to meet updated MCO requirements.

Grant Amount: \$ 8,728,690.00 (modified)

Grant Term: July 1, 2023 – June 30, 2024

Purchase Order No: 0000738131

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Carla Short  
Interim Director of Public Works

Ec: Warren Hill, Public Works  
Darice Jones, Hunters Point Family

Attachments: Amendment #1 Agreement (executed)

**CITY AND COUNTY OF SAN FRANCISCO  
SAN FRANCISCO PUBLIC WORKS**

**FIRST AMENDMENT TO GRANT AGREEMENT**

*BETWEEN*

CITY AND COUNTY OF  
SAN FRANCISCO

*AND*

**HUNTERS POINT FAMILY**

**FIRST AMENDMENT**

This AMENDMENT of the, **July 1, 2023 Grant Agreement** (the "Agreement") is dated as of **July 18, 2023** and is made in the City and County of San Francisco, State of California, by and between **HUNTERS POINT FAMILY** ("Grantee") and the **City and County of San Francisco**, a municipal corporation ("City") acting by and through **SAN FRANCISCO PUBLIC WORKS** ("Department").

RECITALS

**WHEREAS**, the Agreement was competitively procured as required through a request for proposals issued on March 27, 2023 through Sourcing Event ID: 0000007785 and this modification is consistent therewith; and

**WHEREAS**, Grantee has submitted to the Agency the Application Documents (as hereinafter defined) seeking a grant for the purpose of funding the matters set forth in the Grant Plan (as defined in the Agreement); and

**WHEREAS**, the City and Grantee desire to modify the Agreement based on the terms and conditions set forth herein to increase payrates by \$302,984 to meet updated Minimum Compensation Ordinance requirements; and

**WHEREAS**, City and Grantee desire to execute this amendment to update the prior Agreement;

**NOW, THEREFORE**, City and Grantee agree to amend said Grant Agreement as follows:

- 1. Definitions.** Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Grant Agreement.
- 2. Modifications to the Agreement.** The Grant Agreement is hereby modified as follows:

**(a) Section 5.1.** Section 5.1 ("Maximum Amount of Grant Funds") of the Grant Agreement currently reads as follows:

5.1 **Maximum Amount of Grant Funds.** In no event shall the amount of Grant Funds disbursed hereunder exceed EIGHT MILLION FOUR HUNDRED TWENTY-FIVE THOUSAND SEVEN HUNDRED AND SIX Dollars (\$8,425,706).

*Such section is hereby amended to read as follows (changes in **bold**):*

5.1 **Maximum Amount of Grant Funds.** In no event shall the amount of Grant Funds disbursed hereunder exceed **EIGHT MILLION SEVEN HUNDRED TWENTY-EIGHT THOUSAND SIX HUNDRED NINETY Dollars (\$8,728,690)**.

**(b) Appendix B Definition of Grant Plan shall be amended as follows:**

**Grant Plan. Appendix B Grant Agreement Budget Detail for period beginning July 1, 2023, through June 30, 2024, is hereby fully replaced within the Agreement as July 1, 2023, through June 30, 2024 v.2 and attached to this Amendment as Attachment 1.**

**3. Effective Date.** Each of the modifications set forth in Section 2 shall be effective on and after the date of this Amendment.


**4. Legal Effect.** Except as expressly modified by this Amendment, all of the terms and conditions of the Grant Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to the Grant Agreement to be duly executed as of the date first specified herein.

**CITY**  
**SAN FRANCISCO PUBLIC WORKS**


**GRANTEE:**  
**HUNTERS POINT FAMILY**

Recommended by:


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**Carla Short**  
Interim Director

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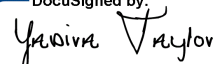
**Darice Jones**  
Executive Director  
Federal Tax ID #: 94-3361252  
City Supplier Number: 0000018607

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**DiJaida Durden**  
Deputy Director of Operations

**Approved as to Form:**

David Chiu  
City Attorney

By: DocuSigned by:  
  
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**Yadira Taylor**  
Deputy City Attorney

## Attachment 1

Pit Stop Workforce Development - Hunters Point Family				
July 1, 2023 - June 30, 2024 v.2				
<b>Direct Program Personnel Costs</b>				
Personnel Title of Position	# of Staff in the Position	Hourly Pay Rate	FTE % based on 40 hour week	Program Cost
Pit Stop Monitors	62	\$ 18.93	100%	\$ 2,450,602
Pit Stop Monitors (Graveyard)	40	\$ 20.93	100%	\$ 1,748,074
Site Supervisors	5	\$ 28.00	100%	\$ 292,320
Site Supervisors (Graveyard)	3	\$ 30.00	100%	\$ 187,920
Lead Supervisors	3	\$ 35.00	100%	\$ 219,240
Program Director	1	\$ 46.00	100%	\$ 95,680
Operations Director	1	\$ 43.00	100%	\$ 89,440
Executive Director	1	\$ 86.66	5%	\$ 9,013
Chief Program Officer	1	\$ 66.31	10%	\$ 13,792
Chief Financial Officer	1	\$ 64.93	5%	\$ 6,753
Human Resources Manager	1	\$ 48.71	5%	\$ 5,066
Administrative Assistant	1	\$ 29.00	100%	\$ 60,320
<b>Subtotal Personnel</b>			<b>825%</b>	<b>\$ 5,178,219</b>
			<b>% of Personnel Costs</b>	
<b>Fringe Benefits</b>			40%	\$ 2,052,128
	Pit Stop Monitors Holiday Pay	\$ 18.93	5456	\$ 103,282
	Pit Stop Monitors Holiday Pay (Graveyard)	\$ 20.93	3520	\$ 73,674
	Site Supervisors Holiday Pay	\$ 28.00	440	\$ 12,320
	Site Supervisors Holiday Pay (Graveyard)	\$ 30.00	264	\$ 7,920
	Lead Supervisors Holiday Pay	\$ 35.00	264	\$ 9,240
<b>Direct Program Personnel Total</b>				<b>\$ 7,436,783</b>
<b>Non-Personnel Program Costs</b>				
<b>Professional Development &amp; Training</b>				
<b>Program Materials &amp; Supplies</b>				\$ 75,000
<b>Equipment</b>				
<b>Uniforms</b>				\$ 15,000
<b>Facilities &amp; Occupancy</b>				\$ 33,382
<b>Transportation &amp; Travel</b>				\$ 30,000
<b>Insurance</b>				
<b>Human Resources</b>				
<b>Stipends and Participant Incentives</b>				
<b>Non-Personnel Program Costs Total</b>				<b>\$ 153,382</b>
<b>TOTAL DIRECT COSTS</b>				<b>\$ 7,590,166</b>
<b>Indirect Costs</b>			<b>% of Direct Costs</b>	
<b>Administrative and Overhead</b>			15%	\$ 1,138,525
<b>TOTAL REQUEST</b>				<b>\$ 8,728,690</b>