



# OFFICE OF THE SHERIFF CITY AND COUNTY OF SAN FRANCISCO

1 DR. CARLTON B. GOODLETT PLACE  
ROOM 456, CITY HALL  
SAN FRANCISCO, CALIFORNIA 94102



**PAUL MIYAMOTO  
SHERIFF**

November 01, 2022

San Francisco Pretrial Diversion Project, Inc.  
236 - 8<sup>th</sup> Street, Suite E  
San Francisco, CA 94103

**Attention: David Mauroff**

## Notice to Proceed

This letter is a Notice to Proceed for the **Pretrial Services** Grant Agreement Amendment #2 effective **November 01, 2022**. Enclosed is the fully Executed Agreement for your records.

Should you have any questions, please do not hesitate to contact me at (415) 554-4316 or contact Lorena Marquez at (415) 554-7427.

Thank you.

DocuSigned by:  
  
3BE50B7C42C741E...  
Crispin Hollings,  
Chief Financial Officer  
San Francisco Sheriff's Office

Enclosure: Executed Agreement

cc: Alissa Riker – Program Director  
/file

**City and County of San Francisco  
Office of Contract Administration  
Purchasing Division**

**Second Amendment**

**Agreement between the City and County of San Francisco and  
San Francisco Pretrial Diversion Project, Inc.**

**(Contract No. 1000021909)**

THIS AMENDMENT (this “Amendment”) is made as of **November 01, 2022** in San Francisco, California, by and between **San Francisco Pretrial Diversion Project, Inc.** (“Contractor”), and the City and County of San Francisco, a municipal corporation (“City”), acting by and through its Director of the Office of Contract Administration.

**Recitals**

WHEREAS, City and Contractor have entered into the Agreement (as defined below); and

WHEREAS, City and Contractor desire to modify the Agreement on the terms and conditions set forth herein to increase the contract amount by adding a Cost of Doing Business increase for FY2022-2023; and

WHEREAS, the Agreement was competitively procured as required by San Francisco Administrative Code Chapter 21.1 through RFP SHF2020-04/Event No. 0000004830 - Pretrial Services, a Request for Proposal (“RFP”) issued on December 22, 2020 and this modification is consistent therewith; and

WHEREAS, approval for the original Agreement was obtained on November 16, 2020 from the Civil Service Commission under PSC number 44812-20/21 in the amount of \$19,830,206 for the period of three years; and

WHEREAS, the City’s Board of Supervisors approved this Agreement by Resolution No. 210484 dated on June 15, 2021.

NOW, THEREFORE, Contractor and the City agree as follows:

**Article 1 Definitions**

The following definitions shall apply to this Amendment:

1.1 **Agreement.** The term “Agreement” shall mean the Agreement dated July 01, 2021 between Contractor and City, Contract ID: 1000021909, as amended by the:

First Amendment, dated July 01, 2022, and

Second Amendment, dated November 01, 2022

1.2 **Other Terms.** Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Agreement.

## **Article 2 Modifications of Scope to the Agreement**

**The Agreement is hereby modified as follows:**

2.1 **Compensation.** Section 3.3.1 Calculation of Charges of the Agreement currently reads as follows:

3.3.1 **Calculation of Charges.** Contractor shall provide an invoice to the City on a monthly basis for goods delivered and/or Services completed in the immediate preceding month, unless a different schedule is set out in Appendix B, "Calculation of Charges." Compensation shall be made for goods and/or Services identified in the invoice that the City, in his or her sole discretion, concludes has been satisfactorily performed. In no event shall the amount of this Agreement exceed **\$18,952,074 (Eighteen Million Nine Hundred Fifty Two Thousand Seventy Four)**. The breakdown of charges associated with this Agreement appears in Appendix B, "Calculation of Charges." A portion of payment may be withheld until conclusion of the Agreement if agreed to by both Parties as retainage, described in Appendix B. In no event shall City be liable for interest or late charges for any late payments. City will not honor minimum service order charges for any services covered by this Agreement.

**Such section is hereby amended in its entirety to read as follows:**

3.3.1 **Calculation of Charges.** Contractor shall provide an invoice to the City on a monthly basis for goods delivered and/or Services completed in the immediate preceding month, unless a different schedule is set out in Appendix B, "Calculation of Charges." Compensation shall be made for goods and/or Services identified in the invoice that the City, in his or her sole discretion, concludes has been satisfactorily performed. In no event shall the amount of this Agreement exceed **\$19,209,772 (Nineteen Million Two Hundred Nine Thousand Seven Hundred Seventy Two Dollars)**. The breakdown of charges associated with this Agreement appears in Appendix B, "Calculation of Charges." A portion of payment may be withheld until conclusion of the Agreement if agreed to by both Parties as retainage, described in Appendix B. In no event shall City be liable for interest or late charges for any late payments. City will not honor minimum service order charges for any services covered by this Agreement.

2.2 **Appendix B-2B.** Appendix B-2B is hereby replaced in its entirety by Appendix B-2C, attached to this Amendment and fully incorporated within the Agreement. To the extent the Agreement refers to Appendix B-2B in any place, the true meaning shall be Appendix B-2C, which is a correct and updated version.

**Article 3      Reserved. Updates of Standard Terms to the Agreement**

**Article 4      Effective Date**

Each of the modifications set forth in Articles 2 and 3 shall be effective on and after **November 01, 2022.**

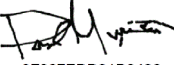
**Article 5      Legal Effect**

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

IN WITNESS WHEREOF, Contractor and City have executed this Amendment as of the date first referenced above.

CITY


Recommended by:

DocuSigned by:  
  
0F327EDD31D9436...

**Paul Miyamoto**  
Sheriff  
San Francisco Sheriff's Office

CONTRACTOR

**San Francisco Pretrial Diversion  
Project, Inc.**

DocuSigned by:  
  
444C6974F4564E0...

**David Mauroff**  
Chief Executive Officer  
236 – 8<sup>th</sup> Street, Suite E  
San Francisco, CA 94103

City Supplier number: **0000011529**

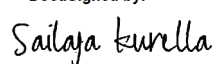
Approved as to Form:

David Chiu  
City Attorney

DocuSigned by:  
  
C55BEA64595E442...

By: **Jana Clark**  
Deputy City Attorney

Approved:  
**Sailaja Kurella**  
Director of the Office of Contract  
Administration, and Purchaser

DocuSigned by:  
  
78EAE44AB01C4E0...

**Attached Appendices:**  
**Appendix B – SFP Pretrial Budget FY 22-23 (B-2C)**  
**SF Pretrial Service Budget Program Summary 2022 (C-2)**

**Certificate Of Completion**

Envelope Id: 809B93FC523B4F57A2339A1590090517	Status: Completed
Subject: Complete with DocuSign: SF Pretrial Services PIA 2nd Amend Effective 11.01.2022.pdf	
Source Envelope:	
Document Pages: 14	Signatures: 5
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Lorena Marquez
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	25 Van Ness Ave, Ste 500
	San Francisco, CA 94102
	lorena.marquez@sfgov.org
	IP Address: 208.121.35.193

**Record Tracking**

Status: Original	Holder: Lorena Marquez	Location: DocuSign
11/2/2022 6:39:01 AM	lorena.marquez@sfgov.org	

**Signer Events**

David Mauroff  
 davidm@sfpreftrial.org  
 CEO  
 SF Pretrial  
 Security Level: Email, Account Authentication (None)

**Signature**


DocuSigned by:  
  
 444C6974F4564E0...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 50.242.111.145

**Timestamp**

Sent: 11/2/2022 6:51:37 AM  
 Viewed: 11/2/2022 12:19:47 PM  
 Signed: 11/2/2022 12:20:00 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 6/19/2020 3:49:47 PM  
 ID: a7274274-8745-48f2-921c-8ffe8d0a961e

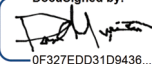
Crispin Hollings  
 Crispin.Hollings@sfgov.org  
 Deputy Director III  
 City and County of San Francisco  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 3BE50B7C42C741E...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 216.250.210.1  
 Signed using mobile

Sent: 11/2/2022 12:20:03 PM  
 Viewed: 11/4/2022 10:33:52 AM  
 Signed: 11/4/2022 10:34:06 AM

**Electronic Record and Signature Disclosure:**  
 Accepted: 6/2/2020 4:03:29 PM  
 ID: 5061455b-3b48-4cfa-b7d8-d6d7682262ce

Paul Miyamoto  
 Paul.Miyamoto@sfgov.org  
 Sheriff  
 City and County of San Francisco  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 0F327EDD31D9436...  
 Signature Adoption: Drawn on Device  
 Using IP Address: 208.121.35.193

Sent: 11/4/2022 10:34:07 AM  
 Viewed: 11/4/2022 1:34:08 PM  
 Signed: 11/4/2022 1:34:16 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 6/3/2020 8:32:52 AM  
 ID: 0664dc73-617c-4744-817d-159b1069628b

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp

<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
---------------------------	---------------	------------------

<b>Witness Events</b>	<b>Signature</b>	<b>Timestamp</b>
-----------------------	------------------	------------------

<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
----------------------	------------------	------------------

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
--------------------------------	---------------	-------------------

Envelope Sent	Hashed/Encrypted	11/2/2022 6:51:37 AM
Certified Delivered	Security Checked	11/4/2022 1:34:08 PM
Signing Complete	Security Checked	11/4/2022 1:34:16 PM
Completed	Security Checked	11/4/2022 1:34:16 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
-----------------------	---------------	-------------------

<b>Electronic Record and Signature Disclosure</b>
---

**Certificate Of Completion**

Envelope Id: 7597494C903744CBA2C3C1B6C55756A9

Status: Completed

Subject: Complete with DocuSign: SF Pretrial Services PIA 2nd Amend Effective 11.01.2022.pdf

Source Envelope:

Document Pages: 16

Signatures: 1

Envelope Originator:

Certificate Pages: 4

Initials: 0

Lorena Marquez

AutoNav: Enabled

25 Van Ness Ave, Ste 500

Envelope Stamping: Enabled

San Francisco, CA 94102

Time Zone: (UTC-08:00) Pacific Time (US &amp; Canada)

lorena.marquez@sfgov.org

IP Address: 208.121.35.193

**Record Tracking**

Status: Original

Holder: Lorena Marquez

Location: DocuSign

11/7/2022 9:04:06 AM

lorena.marquez@sfgov.org

**Signer Events**

Jana Clark

Jana.Clark@sfcityatty.org

San Francisco City Attorney's Office

Security Level: Email, Account Authentication  
(None), Access Code**Signature**DocuSigned by:  
  
C55BEA64595E442...Signature Adoption: Pre-selected Style  
Using IP Address: 208.121.32.145**Timestamp**

Sent: 11/7/2022 9:08:57 AM

Viewed: 11/7/2022 9:13:46 AM

Signed: 11/7/2022 9:15:47 AM

**Electronic Record and Signature Disclosure:**

Accepted: 5/28/2020 2:18:44 PM

ID: 1f16b6eb-4ee2-450f-8a7b-659b2f0cd774

**In Person Signer Events****Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

11/7/2022 9:08:57 AM

Certified Delivered

Security Checked

11/7/2022 9:13:46 AM

Signing Complete

Security Checked

11/7/2022 9:15:47 AM

Completed

Security Checked

11/7/2022 9:15:47 AM

**Payment Events****Status****Timestamps****Electronic Record and Signature Disclosure**



**Certificate Of Completion**

Envelope Id: E83D154FF25D4BC289E80DB66310DD93	Status: Completed
Subject: Complete with DocuSign: SF Pretrial Services PIA 2nd Amend Effective 11.01.2022.pdf, 0000944_Pr...	
Source Envelope:	
Document Pages: 18	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Lorena Marquez
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	25 Van Ness Ave, Ste 500
	San Francisco, CA 94102
	lorena.marquez@sfgov.org
	IP Address: 208.121.35.193

**Record Tracking**

Status: Original	Holder: Lorena Marquez	Location: DocuSign
4/6/2023 9:14:58 AM	lorena.marquez@sfgov.org	

**Signer Events**

Sailaja Kurella  
 Sailaja.Kurella@sfgov.org  
 Director, Office of Contract Administration  
 City and County of San Francisco  
 Security Level: Email, Account Authentication  
 (None), Login with SSO

**Signature**

DocuSigned by:  
  
 78EAE44AB01C4E0...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 208.121.32.17

**Timestamp**

Sent: 4/6/2023 10:02:04 AM  
 Resent: 4/12/2023 10:12:33 AM  
 Viewed: 4/17/2023 12:38:26 PM  
 Signed: 4/17/2023 12:38:40 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 8/13/2021 3:31:40 PM  
 ID: 9ffa8981-b31b-480f-86bc-ac4ec52d5832

**In Person Signer Events****Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent	Hashed/Encrypted	4/6/2023 10:02:04 AM
Certified Delivered	Security Checked	4/17/2023 12:38:26 PM
Signing Complete	Security Checked	4/17/2023 12:38:40 PM
Completed	Security Checked	4/17/2023 12:38:40 PM

**Payment Events****Status****Timestamps****Electronic Record and Signature Disclosure**

Appendix B-2C  
Calculation of Charges

**San Francisco Sheriff's Department**  
**Financial Services**  
**FY 2022-2023 Revised Budget Request**

Agency Name: San Francisco Pretrial Diversion Project, Inc. Date: 11/1/2022

Program Title: Pretrial Services Grant/Contract Period: 7/1/2022 - 6/30/2023

**Total Program Budget Summary**

Budget Expense Line Items:	Total Budget Request*
A) Program Salaries & Fringe Benefits	\$ 4,722,806
B) Direct Program Operating Expenses	\$ 869,921
C) Program [Sub-]Contract Services	\$ 155,614
D) Program Equipment Purchase	\$ 7,250
<b>X) Non-Program Indirect/Admin/Overhead Costs** (20.0%)</b>	
	\$ 944,561
<b>TOTAL PROGRAM [&amp; NON-PROGRAM] AMOUNT:</b>	<b>\$ 6,700,152</b>

\*Totals must match subtotals on corresponding budget pages. (Hint: complete those pages first and the totals from each page will populate this summary page.)  
 \*\*Indirect/Admin/Overhead ("Non-Program") costs cannot exceed **20%** of Program Costs without sufficient justification and SFSD CFO's approval. There is no corresponding budget page for Indirect/Admin/Overhead costs.

A DocuSigned by: Financial Officer Date: 11/2/2022  
David Mauroff  
 444C6974F4564E0...

**FOR SHERIFF USE ONLY**

F DocuSigned by: Officer Date: 11/4/2022  
Crispin Hollings  
 3BE50B7C42C741E... Officer

Data entry of Approved Budget Date:

Accounting Codes (and amounts if more than one):

Appendix B-2C  
Calculation of Charges

**San Francisco Sheriff's Department  
Financial Services  
FY 2022-2023 Revised Budget Request**

Agency Name: San Francisco Pretrial Diversion Project, Inc. Date: 11/1/2022  
 Program Title: Pretrial Services Grant/Contract Period: 7/1/2022 - 6/30/2023

**A) Program Salary and Fringe Benefits Budget Summary**

Position/Title	FTE Equivalent	Hrs/ Wk	Wks/ Yr	Hourly Salary	Salary Amt	Fringe %	Fringe Amt	Total Salary Request
1 Chief Executive Officer	0.625	25	52	\$83.90	\$109,070	21%	\$22,904.70	\$131,975
2 Chief Programs Officer	0.625	25	52	\$63.34	\$82,342	21%	\$17,292	\$99,634
3 Director of Programs	0.625	25	52	\$50.96	\$66,248	21%	\$13,912	\$80,160
4 Director of Policy and Evaluation	0.400	16	52	\$54.33	\$45,203	21%	\$9,493	\$54,695
5 Director of Strategic Partnerships	1.000	40	13	\$49.97	\$25,985	21%	\$5,457	\$31,442
6 Grants and Contracts Manager	0.250	10	42	\$39.90	\$16,760	21%	\$3,520	\$20,279
7 OR Manager	1.000	40	52	\$41.30	\$85,904	21%	\$18,040	\$103,944
8 OR Assistant Manager	1.000	40	52	\$36.78	\$76,502	21%	\$16,066	\$92,568
9 OR Shift Supervisor	2.000	80	52	\$36.09	\$150,134	21%	\$31,528	\$181,663
10 Pretrial Release Specialist Swing/Mid 2	2.000	80	52	\$32.94	\$137,030	21%	\$28,776	\$165,807
11 Pretrial Release Specialist Swing/Mid 2 (Bilingual)	4.000	160	52	\$34.54	\$287,373	21%	\$60,348	\$347,721
12 Pretrial Release Specialist 2	2.000	80	52	\$31.75	\$132,080	21%	\$27,737	\$159,817
13 Pretrial Release Specialist 2 (Bilingual)	2.000	80	52	\$33.34	\$138,694	21%	\$29,126	\$167,820
14 Pretrial Release Specialist Swing/Mid 1	3.000	120	52	\$27.94	\$174,346	21%	\$36,613	\$210,958
15 Pretrial Release Specialist 1	2.000	80	52	\$26.70	\$111,072	21%	\$23,325	\$134,397
16 Pretrial Release Specialist 1 (Bilingual)	2.000	80	52	\$28.04	\$116,646	21%	\$24,496	\$141,142
17 Judicial Liaison	0.200	8	52	\$60.37	\$25,114	21%	\$5,274	\$30,388
18 ACM Manager	1.000	40	52	\$39.90	\$83,000	21%	\$17,430	\$100,430
19 ACM Assistant Manager	1.000	40	52	\$35.44	\$73,715	21%	\$15,480	\$89,195
20 ACM Assistant Manager (bilingual)	1.000	40	52	\$36.46	\$75,842	21%	\$15,927	\$91,768
21 Lead ACM Case Manager	1.000	40	52	\$33.75	\$70,200	21%	\$14,742	\$84,942
22 ACM Case Manager	7.700	308	52	\$29.71	\$475,835	21%	\$99,925	\$575,761
23 ACM Case Manager (Bilingual)	4.000	160	52	\$31.12	\$258,918	21%	\$54,373	\$313,291
24 ACM Case Manager (Group facilitation)	1.300	52	52	\$30.33	\$82,012	21%	\$17,223	\$99,235
25 Continuum of Care Navigator	2.000	80	52	\$32.74	\$136,178	21%	\$28,597	\$164,775
26 Court Team Manager	1.000	40	52	\$42.31	\$88,005	21%	\$18,481	\$106,486
27 Court Team Assistant Manager	1.000	40	52	\$35.44	\$73,715	21%	\$15,480	\$89,195
28 Lead Court Liaison	1.000	40	52	\$33.21	\$69,077	21%	\$14,506	\$83,583
29 Court Liaison	3.000	120	52	\$29.71	\$185,390	21%	\$38,932	\$224,322
30 Court Liaison (Bilingual)	2.000	80	52	\$31.12	\$129,459	21%	\$27,186	\$156,646
31 ICR Assistant Manager	1.000	40	52	\$33.77	\$70,242	21%	\$14,751	\$84,992
32 ICR Case Manager	1.000	40	52	\$29.94	\$62,275	21%	\$13,078	\$75,353
33 ICR Case Manager (Bilingual)	1.000	40	52	\$31.37	\$65,250	21%	\$13,702	\$78,952
34 Diversion Services Manager	0.600	24	52	\$39.90	\$49,795	21%	\$10,457	\$60,252
35 PTD Lead Case Manager	1.000	40	52	\$31.44	\$65,395	21%	\$13,733	\$79,128
36 PTD Case Manager	2.000	80	52	\$29.71	\$123,594	21%	\$25,955	\$149,548
37 PTD Case Manager (Bilingual)	2.000	80	52	\$31.12	\$129,459	21%	\$27,186	\$156,646
38 Court Compliance Specialist	2.000	80	52	\$26.70	\$111,072	21%	\$23,325	\$134,397
39 Court Compliance Specialist (Bilingual)	1.000	40	52	\$27.96	\$58,157	21%	\$12,213	\$70,370
40 Lead Program Assistant	1.000	40	52	\$27.69	\$57,595	21%	\$12,095	\$69,690
41 Program Assistant	4.000	160	52	\$24.44	\$203,341	21%	\$42,702	\$246,042
42 Group Facilitator	0.200	8	52	\$33.44	\$13,911	21%	\$2,921	\$16,832
TOTAL FTEs				68.525	2741	Subtotal Salary & Fringe Benefits:		\$5,556,243 (\$833,436)
								<b>\$4,722,806</b>

Please insert additional lines as needed for all positions in your program budget and double-check the Subtotal line to verify that the formula includes all applicable cells in range.

Appendix B-2B  
Calculation of Charges

**San Francisco Sheriff's Department  
Financial Services  
FY 2022-2023 Revised Budget Request**

Agency Name:

**San Francisco Pretrial Diversion Project, Inc.**

Date:

**11/1/2022**

Program Title:

**Pretrial Services**

Grant/Contract Period:

**7/1/2022 - 6/30/2023**

**B) Direct Program Operating Expenses Summary**

Expense Item	Description/Purpose		Request Amount
	Monthly Amount (or Cost per Mile)	# of Months (or Miles)	
Office Supplies	\$ 2,312	12	\$ 27,738
Printing	\$ 1,005	12	\$ 12,060
Postage	\$ 100	12	\$ 1,202
Office Equipment Lease	\$ 1,780	12	\$ 21,354
Rent	\$ 50,625	12	\$ 607,495
Utilities	\$ 3,955	12	\$ 47,460
Telephone/Cell/Internet	\$ 1,207	12	\$ 14,484
Program Staff Training	\$ 4,296	1	\$ 4,296
Program Staff Conferences	\$ 15,000	1	\$ 15,000
Program Staff Travel	\$ 236	12	\$ 2,832
Other (describe):			
Client Flex Fund	\$ 8,000	12	\$ 96,000
Other (describe):			\$ -
Insurance	\$ 20,000.00	1	\$ 20,000
			\$ -
Accounting Codes (and amounts if more than one):	Subtotal Other Current Expenses:		<b>\$ 869,921</b>

Appendix B-2C  
Calculation of Charges

**San Francisco Sheriff's Department  
Financial Services  
FY 2022-2023 Revised Budget Request**

Agency Name:

Date:

**San Francisco Pretrial Diversion Project, Inc.**

**11/1/2022**

Program Title:

Grant/Contract Period:

**Pretrial Services**

**7/1/2022 - 6/30/2023**

**C) Program [Sub-]Contract Services**

<b>Consultants/Professional Services*</b>				
<b>Name/Agency</b>	<b>Description of Services</b>	<b>Estimated Cost Per Hour</b>	<b>Estimated Hours</b>	<b>Request Amount</b>
Varsity Technologies	IT Managed Services	\$ 225.00	505.56	\$ 113,750
To be determined	Strategic & Financial Planning	\$ 175.00	51.43	\$ 9,000
Research Development Associates	Outcomes Analysis & Reporting	\$ 250.00	27.46	\$ 6,864
Multiple vendors (Beezwax, Exygy)	Database Development	\$ 250.00	104.00	\$ 26,000
				\$ -
				\$ -
<b>Other [Sub-]Contract Services (provide description):</b>				
<b>Item (Example):</b>	<b>Description:</b>	<b>Estimated Cost Per Hour</b>	<b>Estimated Hours</b>	<b>Request Amount</b>
				\$ -
				\$ -
				\$ -
				\$ -
Agency's Financial Officer			Subtotal for [Sub-]Contractual Services:	<b>\$ 155,614</b>

\*Please submit to SFSD Financial Services a copy of your agency's contract or agreement with each [sub-]contractor/consultant identified in your budget. This is normally a one-time submission. Please contact SFSD Financial Services with any questions regarding this.

Please insert additional lines as needed for all [sub-]contractors/consultants in your program budget and double-check the Subtotal line to verify that the formula includes all applicable cells in range.

Appendix B-2C  
Calculation of Charges

**San Francisco Sheriff's Department**  
**Financial Services**  
**FY 2022-2023 Revised Budget Request**

Agency Name: San Francisco Pretrial Diversion Project, Inc. Date: 11/1/2022

Program Title: Pretrial Services Grant/Contract Period: 7/1/2022 - 6/30/2023

**D) Program Equipment Purchase**

Equipment to be purchased	Purpose for Equipment	Request Amount
5 Computer and monitor	Upgrade older computers \$ 1,450	\$ 7,250
		\$ -
		\$ -
Subtotal for Equipment Purchases:		\$ 7,250

## Appendix C-2

**San Francisco Pretrial Diversion Project, Inc.**  
**Summary of Program Budget Changes - FY2022-2024**  
**Contract Term: 7/1/2021 - 6/30/2024**  
**Amendment # 2**

**Program: Pretrial Services**

	Fiscal Year	Contract Term	Yearly Contract or CODB Amount
<b>Original Contract</b>			
FY 21-22 - Pretrial Services	FY 2021-2022	7/1/2021 - 6/30/2022	\$ 6,254,810
FY 22-23 - Pretrial Services	FY 2022-2023	7/1/2022 - 6/30/2023	\$ 6,254,810
FY 23-24 - Pretrial Services	FY 2023-2024	7/1/2023 - 6/30/2024	\$ 6,254,810
<b>Amendment # 1</b>			
FY 22-23 - CODB - 3%	FY 2022-2023	7/1/2022 - 06/30/2023	\$ 187,644
<b>Amendment # 2</b>			
FY 22-23 - CODB - 4%	FY 2022-2023	7/1/2022 - 06/30/2023	\$ 257,698
<b>TOTALS</b>			<b>\$ 19,209,772</b>

No: 0000944



# CERTIFICATE OF COMPLETION

## Cybersecurity Risk Assessment

Vendor: Pretrial Diversion Project

Product: Pretrial Diversion Project

Department: SHF

For successfully completing the Cybersecurity Risk Assessment for the City & County of San Francisco

This certificate of completion is good for one year from issuance.

Date Issued: **4/3/23, 10:46 AM**

Expires: **4/3/24, 10:47 AM**

The certificate is issued for completion of the review of cybersecurity safeguards of the vendor based on the information provided by the vendor to the City and County of San Francisco.

