

File No. 110158

Committee Item No. 3

Board Item No. \_\_\_\_\_

## COMMITTEE/BOARD OF SUPERVISORS

### AGENDA PACKET CONTENTS LIST

Committee PUBLIC SAFETY

Date 2/17/11

Board of Supervisors Meeting

Date \_\_\_\_\_

#### Cmte Board

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input checked="" type="checkbox"/> | <input 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 Analyst Report                        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Analyst Report                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Introduction Form (for hearings)             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | MOU  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input 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)

<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____

Completed by: Gail Johnson

Date 1/14/11

Completed by: \_\_\_\_\_

Date \_\_\_\_\_

An asterisked item represents the cover sheet to a document that exceeds 25 pages. The complete document is in the file.



1 [Accept Expend Grant - State Department of Boating and Waterways - \$65,000]

2  
3 **Resolution authorizing the Police Department to retroactively accept and expend a**  
4 **\$65,000 grant from the California State Department of Boating and Waterways for a**  
5 **Boating Safety and Enforcement Grant to purchase equipment for the Marine Unit.**  
6

7 WHEREAS, The San Francisco Police Department applied for and was awarded  
8 \$65,000 in funding from the California State Department of Boating and Waterways for a  
9 Boating and Safety Enforcement grant; and

10 WHEREAS, The purpose of the grant is to support enforcement activities through the  
11 removal and replacement of electrical, exhaust, running gear, and interior insulation on board  
12 the Marine 1 Police Boat; and

13 WHEREAS, The award period is from October 1, 2010 through September 30, 2011;  
14 and

15 WHEREAS, The grant does not include any provision for indirect costs; and

16 WHEREAS, The San Francisco Police Department is seeking retroactive approval  
17 because it did not receive the grant award until September 27, 2010; and

18 WHEREAS, This grant does not create any new positions, and will not require an  
19 amendment to the Annual Salary Ordinance; now therefore be it

20 RESOLVED The City and County of San Francisco is authorized to retroactively accept  
21 and expend a grant from the California State Department of Boating and Waterways in the  
22 amount of \$65,000; and be it

23 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of  
24 indirect costs in the grant budget; and be it  
25

1 FURTHER RESOLVED, That the Chief of Police, or his designee, is authorized to  
2 enter into the agreement on behalf of the City and County of San Francisco.

3  
4 RECOMMENDED:

5  
6  
7   
8 JEFFREY GODOWN, Interim Chief of Police

9  
10 APPROVED:

11  
12   
13 Mayor

14  
15   
16 BEN ROSENFELD, Controller

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** San Francisco Police Department  
**DATE:** January 21, 2011  
**SUBJECT:** Accept and Expend Resolution for Subject Grant

**GRANT TITLE:** FY 2010 Boating Safety and Enforcement Grant

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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): Award Announcement Letter

**Special Timeline Requirements:**

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

Name: Dana Lang Phone: 415-553-1120

Interoffice Mail Address: SFPD Fiscal – 850 Bryant St, Rm 511, San Francisco

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 Information Form**  
(Effective March 2005)

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: **FY 2010-11 Boating Safety and Enforcement Grant**
2. Department: **San Francisco Police Department**
3. Contact Person: **Dana Lang** Telephone: **415-553-1120**
4. Grant Approval Status (check one):  
 Approved by funding agency                       Not yet approved
5. Amount of Grant Funding Approved or Applied for: **\$65,000**
- 6a. Matching Funds Required: \$0  
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: **California Department of Boating and Waterways**  
b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: **This project will enhance public safety through upgrades to the Marine 1 Police Boat, including removal and replacement of electrical, running gear, exhaust systems, interior insulation and floor padding. Forty-five thousand dollars of this project will be used as match to a Carl Moyer grant from the Bay Area Air Quality Management District.**
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: **October 1, 2010**                      End-Date: **September 30, 2011**
- 10a. Amount budgeted for contractual services: **0**  
b. Will contractual services be put out to bid? **N/A**  
c. If so, will contract services help to further the goals of the department's MBE/WBE requirements? **N/A**  
d. Is this likely to be a one-time or ongoing request for contracting out? **One-time request**
- 11a. Does the budget include indirect costs?                       Yes                       No  
b1. If yes, how much? \$  
b2. How was the amount calculated?  
c. 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? **\$2,222**

12. Any other significant grant requirements or comments: **No**

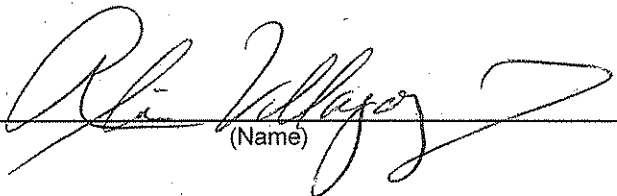
**\*\*Disability Access Checklist\*\***

13. This Grant is intended for activities at (check all that apply):

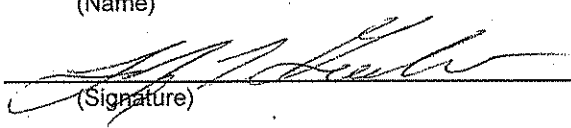
- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Existing Site(s)      | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated 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 and/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 access laws and regulations and will allow the full inclusion of persons with disabilities, or will require unreasonable hardship exceptions, as described in the comments section:

Comments:

Departmental or Mayor's Office of Disability Reviewer:   
(Name)

Date Reviewed: 1/26/11

Department Approval: Jeffrey Godown Interim Chief of Police  
(Name) (Title)  
  
(Signature)

**FY 2010-11 Boating and Waterways Project**  
Grant Contract No. 10-204-773

<u>Budget Item</u>	<u>Amount</u>
Remove/Replace Electrical, Exhaust & Running Gear - Marine 1	\$45,000
Remove/Replace Interior Insulation & Floor Padding - Marine 1	\$20,000
Total Project	<u><u>\$65,000</u></u>



## DEPARTMENT OF BOATING AND WATERWAYS

2000 Evergreen Street, Suite 100  
SACRAMENTO, CA 95815-3888  
(916) 263-1331



September 27, 2010

Sgt. Danny Lopez  
City Of San Francisco Police Department  
850 Bryant Street  
San Francisco CA 94103

Contract #: 10-204-773  
Fiscal Year: 2010/2011  
Amount: \$65,000.00  
Item: Misc. Equipment  
(See itemized list on Contract)

Dear Sgt. Lopez:

It is our pleasure to inform you that you have been awarded a grant in the amount of \$ 65,000.00 to purchase miscellaneous equipment.

Enclosed is a complete copy of the Equipment and Operation Contract between the State of California, Department of Boating and Waterways (Department) and the City Of San Francisco Police Department. In addition to the contract, several other documents have been enclosed for signature. For your convenience, areas of concern have been tagged and highlighted. Please read and comply with the following instructions.

**Failure to comply as stated herein will result in your contract being disapproved.**

**PLEASE NOTE: All contracts are pending FY 10/11 State Budget approval. Do not begin bid process or any bid activities related to this contract until you receive a fully executed contract letter.**

1. **Signature and Return:**

Carefully review the Contract and verify your county information. **Have all four copies signed and returned to this Department. DO NOT TAKE THE CONTRACTS APART.** A fully executed copy of the contract will be sent to you upon completion.

2. **Minute Order or Resolution:**

We will also need one (1) certified copy of the Minute Order or Resolution of your Board of Supervisors or City Council authorizing the execution of this Contract. **The Minute Order or Resolution must authorize by name and title the signatory of the Contract and must be stamped with a certified county or city seal.**

3. **Contractor Certification Clauses and Recycling Certification:**

Please have the attached Contractor Certification Clauses form CCC298 and Recycling Certification form completed, signed, and returned to this Department along with the Contract and Minute Order or Resolution. **AGAIN, DO NOT TAKE THE CONTRACTS APART.**

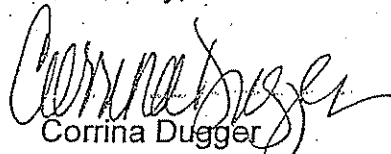
4. **Procurement Standards:**

This Contract involves State and/or Federal funds. Please follow the procurement instructions contained in this Contract and exhibits. Please pay special attention to the specific procurement standards regarding advertising **by your department**, adequate purchase descriptions, sealed bids, and public openings. You will be asked to provide, with your written request for reimbursement, a **signed certification that you complied with approved procurement procedures**. Please refer to Articles III and XIII of the Contract.

***Due to Federal procedural changes, you must now attain a fully executed contract, complete your bid process, obtain a secured purchase order and submit for reimbursement by September 30, 2011. NO EXCEPTIONS.***

If you have any questions, please call me directly at (916) 263-8184.

Sincerely,

  
Corrina Dugger  
Enforcement Unit

Enclosures