

File No. 100499

Committee Item No. 2
Board Item No. 3

COMMITTEE/BOARD OF SUPERVISORS AGENDA PACKET CONTENTS LIST

Committee: City Operations & Neighborhood Ser. Date: May 10, 2010
Board of Supervisors Meeting Date 5/18/10

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 Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Ethics Form 126 |
| <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 checked="" type="checkbox"/> | <input checked="" 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"/> | 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"/>	_____
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Completed by: Victor Young
Completed by: Victor Young

Date May 6, 2010
Date May 17, 2010

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

2

2/18/10

1 [Accept and Expend Grant – Green Business Tracking and Measurement Tool - \$74,500]

2
3 Resolution authorizing the Department of the Environment of the City and County of
4 San Francisco to accept funding in the amount of \$74,500 from the California
5 Department of Toxic Substances Control to continue to develop and operate the Green
6 Business tracking and measurement tool.

7
8 WHEREAS, the California Department of Toxic Substances Control has partnered with
9 local governments, the California Green Business Network and the San Francisco Green
10 Business Program to implement a Green Business tracking and measurement tool; and

11 WHEREAS, the tool allows local Green Business programs to manage environmental
12 data, track the business applications and certifications, and measure the results; and

13 WHEREAS, This a Green Business tracking and measurement tool documents and
14 quantifies the environmental and fiscal benefits of individual Green Businesses, as well the
15 cumulative environmental and fiscal benefits of Green Business programs; and

16 WHEREAS, Information generated by this Green Business tracking and measurement
17 tool supports local Green Business programs to market their benefits and maximize local
18 program funding resources; and

19 WHEREAS, the California Department of Toxic Substances Control has secured
20 \$74,500 of funding for the San Francisco Green Business Program to continue development
21 of this tool; and

22 WHEREAS, California Department of Toxic Substances Control is providing these
23 funds to the San Francisco Department of the Environment to lead the California Green
24 Business Network in further development of the Green Business tracking and measurement
25 tool, and

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WHEREAS, The City and County of San Francisco has committed to an ongoing, coordinated effort to demonstrate the positive effects of Green Business programs on the community and calculate the benefits to participating businesses, and

WHEREAS, continued development of a measurement tool supports the vitality and benefits of San Francisco Green Business Program; and

WHEREAS, continued development of a Green Business tracking and measurement tool ensures that San Francisco is recognized a leader in creating programs and services with measurable environmental impacts; and

WHEREAS, the grant budget includes provision for indirect costs of \$6,773; and

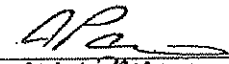
WHEREAS, the term of the grant will be from May 1, 2010 through April 30, 2011; and

WHEREAS, the California Department of Toxic Substances Control requires notification of acceptance of the funds or the Department risks losing those funds; now, be it

RESOLVED, that the Board of Supervisors hereby authorizes the Director of the San Francisco Department of the Environment to accept funding in the amount of \$74,500 from the California Department of Toxic Substances Control's to continue development of the Green Business tracking and measurement tool; and, be it

FURTHER RESOLVED, The Department of the Environment is authorized to furnish whatever additional information or assurances the funding agency may request in connection with this grant, and to execute any and all agreements necessary to carry out the purpose of the grant.

APPROVED: 
Mayor

APPROVED: 
ALAN PAVLOVIC
for Ben Rosenfield
Controller

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RECOMMENDED:



By: David Assmann, Acting Director
Department of the Environment

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: The Department of the Environment
DATE: 4/14/2010
SUBJECT: Accept State Funding
GRANT TITLE: Green Business Tracking and Measurement Tool

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

- Proposed Resolution original signed by Department, Mayor, Controller
- Grant information form, including disability checklist
- Grant budget

Grant application (There was no application for these funds. The California Department of Toxic Substances Control secured additional funding which they are contracting to SF Environment.)

Grant award letter from funding agency

Other (Explain): Legislative Checklist

Special Timeline Requirements:

The funding agency needs to get notification of acceptance of the funds by SF Environment by early May or risks losing the funding.

Departmental representative to receive a copy of the adopted resolution:

Name: Shawn Rosenmoss

Phone: 415-355-3746

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).

File Number: _____
(Provided by Clerk of Board of Supervisors)

Grant Information Form
(Effective January 2000)

Purpose: Resolution authorizing the Department of the Environment to accept funds.

The following describes the grant referred to in the accompanying Resolution:

1. Grant Title: Green Business Tracking and Measurement Tool
2. Department: Department of the Environment City and County of San Francisco (SF Environment)
3. Contact Person: Shawn Rosenmoss Telephone: 415-355-3746
4. Grant Approval Status (check one):

Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$74,500

- 6a. Matching Funds Required: N/A
b. Source(s) of matching funds (if applicable): N/A

- 7a. Grant Source Agency: California Department of Toxic Substances Control
b. Grant Pass-Through Agency (if applicable): none

8. Proposed Grant Project Summary:

California Department of Toxic Substances Control has partnered with the City and County of San Francisco and the California Green Business Network to continue to develop a tool that will allow the programs to manage environmental data, track the business applications and certifications, and measure the results so that statewide programs will be able to demonstrate the positive effects of the Green Business programs on the community and calculate the environmental and fiscal benefits to participating businesses.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: May 1, 2010 End-Date: April 30, 2011

10. Number of new positions created and funded: There will be one new position created with these funds, however, the Accept Resolution needs to be completed in order to meet the requirements of the funding source. Concurrently, SF Environment is submitting an ASO Amendment Ordinance with authorization to Expend funds. Funds will not be used until Board approval is complete.

11. If new positions are created, explain the disposition of employees once the grant ends?
Employee hired into this position will understand that it is grant-funded and specific to the project and will end when grant funding ends.

12a. Amount budgeted for contractual services: \$ 24,277

b. Will contractual services be put out to bid? Yes

**Accept Resolution for SF Environment grant from the California
Department of Toxics and Substance Control**

Personel	Notes	Narrative	CDTSC
Grant funded 5638 Environmental Assistant	50%FTE for 1 year	This position will be employed for the length of the grant to coordinate with the CDTSC, assist the California Green Business Network (CAGBN) with continued development of the Green Business tracking and measurement tool. The position will oversee Reporting and Eval. The position will end once funds expire.	\$ 33,423
TOTAL Personnel			\$ 33,423
Fringes	at 30%	0.3	\$ 10,027
TOTAL Personnel with fringes			\$ 43,450
Contract/partners			
Web Development and hosting website		Hosts current Green Business Tool Tracking Tool. This contractor was selected using standard CCSF contracting processes and has been consulting on the tool since its inception and hosting the Green Business Program tracking tool	\$ 24,277
TOTAL Consultant			\$ 24,277
Project SubTotal			\$ 67,727
Indirect	At 10%	0.1	\$ 6,773
PROJECT GRAND TOTAL			\$ 74,500



Shawn
 Rosenmoss/ENV/SFGOV
 04/12/2010 02:25 PM

To
 cc
 bcc

Subject Fw: Request to start A&E process for funds from DTSC

----- Forwarded by Sushma Dhulipala/ENV/SFGOV on 03/25/2010 04:44 PM -----



"Karl Palmer"
 <KPalmer@dtsc.ca.gov>
 03/25/2010 04:41 PM

To "Sushma Dhulipala" <Sushma.Dhulipala@sfgov.org>
 cc "Matthew Mccarron" <MMccarro@dtsc.ca.gov>

Subject CAGBN contract

Sushma Dhulipala Bhatia
 Toxics Reduction ~ Green Business ~Clean Technology
 San Francisco Department of the Environment
 11 Grove Street, CA - 94102

Dear Ms, Dhulipala Bhatia

Subject: Green Business Program Network oversight contract

California Department of Toxic Substances Control's (DTSC) is pleased to offer this contract for \$74,500 to the City and County of San Francisco, Department of the Environment (SFE) to assist the California Green Business Network (CAGBN) with operation of the Green Business tracking and measurement tool. DTSC has partnered with the California Green Business Network (CAGBN) and the City and County of San Francisco to develop the tool that will allow the programs maximize local program funding resources, to manage environmental data, track the business applications and certifications, and measure the results so that statewide programs will be able to demonstrate the positive effects of the Green Business programs on the community and calculate the benefits to participating businesses.

This contract represents DTSC's contribution to this important effort. The staff of SFE's Green Business Program, significant contributors to the proposal, stepped up to the plate and offered to accept and coordinate the grant funds, and SFE worked with DTSC staff within a tight timeframe to meet our administrative deadlines. DTSC looks forward to working with SFE and the other green business programs toward the efficient operational growth and assistance to emerging Green business, which will benefit our statewide Green Business efforts for years to come.

It is imperative that we receive your acceptance of the contract prior to May 1, 2010 to

allow for administrative processing of the contract before the conclusion of the fiscal year. Thank you for your attention and initiative. Should you have any questions or comments, please contact Matt McCarron at (510)540-3828 or Karl Palmer at 916 445-2625.

Karl Palmer, Manager
Pollution Prevention Branch
Office of Pollution Prevention and Green Technology
Department of Toxic Substances Control
(916) 445-2625

A small body of determined spirits, fired by an unquenchable faith in their mission, can alter the course of history.
Mohandas Gandhi