

File No. 200583

Committee Item No. 5

Board Item No. 18

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date June 17, 2020

Board of Supervisors Meeting

Date June 23, 2020

Cmte Board

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| <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"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input 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 checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Form 126 – Ethics Commission |
| <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)

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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Request for Qualification |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | SoMa CAC Funding Recommendations |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Linda Wong Date June 12, 2020

Completed by: Linda Wong Date June 19, 2020

1 [Authorizing Expenditures - SoMa Community Stabilization Fund - \$100,000]

2

3 **Resolution authorizing the Mayor’s Office of Housing and Community Development to**
4 **expend SoMa Community Stabilization Fund dollars in the amount of \$100,000 for the**
5 **coordination of a strategic assessment of the SoMa Community Stabilization Fund’s**
6 **performance.**

7

8 WHEREAS, On August 19, 2005, the Board of Supervisors approved Ordinance No.
9 217-05 (the “Ordinance”), which, among other things, established a new Rincon Hill
10 Downtown Residential Mixed Use District; and

11 WHEREAS, The Ordinance added Section 418 to the San Francisco Planning Code,
12 which identifies a need to mitigate the impacts of new development in the Rincon Hill area and
13 establishes two new fees: 1) the Rincon Hill Community Infrastructure Impact Fee, which
14 provides specific improvements, including community open spaces, pedestrian and
15 streetscape improvements and other facilities and services; and 2) a SoMa Community
16 Stabilization Fee, which mitigates impacts on affordable housing, economic and community
17 development and community cohesion in SoMa, as defined in San Francisco Planning Code,
18 Section 401 (the area bounded by Market Street to the north, Embarcadero to the east, King
19 Street to the south, and South Van Ness and Division to the west); and

20 WHEREAS, Both the Rincon Hill Community Infrastructure Impact Fee and the SoMa
21 Community Stabilization Fee are imposed on new residential development within the Rincon
22 Hill Downtown Residential Mixed Use District, as defined in San Francisco Planning Code,
23 Section 827 (the area generally bounded by Folsom Street, the Bay Bridge, the Embarcadero,
24 and Essex Street); and

25

1 WHEREAS, The Ordinance established two separate funds: 1) a Rincon Hill
2 Community Improvements Fund for the deposit of the Rincon Hill Community Infrastructure
3 Impact Fees collected; and 2) a SoMa Community Stabilization Fund for the deposit of SoMa
4 Community Stabilization Fees collected; and

5 WHEREAS, The money collected from the SoMa Community Stabilization Fee, along
6 with up to \$6,000,000 transferred from the Rincon Hill Community Improvements Impact
7 Fund, is to be deposited in the SoMa Community Stabilization Fund maintained by the
8 Controller, which will be used to address various impacts of destabilization on residents and
9 businesses in SoMa; and

10 WHEREAS, Under the Ordinance, the Board of Supervisors established the SoMa
11 Community Stabilization Fund Community Advisory Committee (SoMa CAC) to advise the
12 Mayor's Office of Community Development (MOCD), now the Mayor's Office of Housing and
13 Community Development (MOHCD), and the Board of Supervisors on the uses of the Fund;
14 and

15 WHEREAS, On May 6, 2008, the Board of Supervisors approved Resolution
16 No. 216-08, creating the SoMa Community Stabilization Fund Strategic Plan and authorized
17 MOHCD to administer the Fund in accordance with the Strategic Plan; and

18 WHEREAS, The SoMa CAC and MOHCD staff worked collaboratively to issue a
19 request for qualifications (RFQ) to identify qualified consultants, to conduct a strategic
20 assessment of the Fund's performance, that was released on January 10, 2020; and

21 WHEREAS, A copy of the SoMa CAC Funding Recommendations resulting from the
22 RFQ has been filed with the Clerk of the Board under File No. 200583, now, therefore, be
23 it

24

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1 RESOLVED, That the Mayor's Office of Housing and Community Development is
2 hereby authorized to expend \$100,000 from the SoMa Community Stabilization Fund all in
3 accordance with the purposes and goals for the funding as generally set forth in the Strategic
4 Plan and the Funding Recommendations approved by the CAC and filed with the Clerk of the
5 Board.

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1 Recommended:

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3 /s/
Eric D. Shaw, Director, MOHCD

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5 Approved:

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7 /s/
London N. Breed, Mayor

/s/
Ben Rosenfield, Controller

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**Mayor's Office of Housing
& Community Development
(MOHCD)**

London Breed
Mayor

Daniel Adams
Acting Director

REQUEST FOR QUALIFICATIONS (RFQ)

DEADLINE FOR SUBMISSION:

by PDF email attachment to claudine.delrosario@sfgov.org

January 24, 2020

at 5:00 p.m.

MOHCD is pleased to announce its request for a qualified consultant or consulting firm to coordinate a strategic assessment of the last ten years of the SoMa Community Stabilization Fund's (the Fund) investments. The project will result in an assessment report that describes the Fund's impact on mitigating displacement and that reflects on lessons learned.

- Respondents must have experience working with organizations serving the South of Market neighborhood as well as public and private organizations, and the general public.
- Qualifying firms shall have expertise in developing reports using clear data visuals, an ability to manage a work flow of information in various formats (interviews, focus groups, excel spreadsheets) as well as write in a clear and concise manner.
- This project will provide a foundation for developing the Fund's next five-year strategic plan.

PROPOSED PROJECT BUDGET:

Up to \$50,000

PROPOSED PROJECT TIMELINE:

February 15, 2020 – May 1, 2020

The qualified consulting firm will work collaboratively with MOHCD staff to achieve the following scope of work:

1. Collect qualitative impact data through ethnographic interviews (up to thirty-five) and focus groups (approximately three).
2. Analyze data from Census/American Community Survey and MOHCD's grant management system to draw conclusions about the Fund's quantitative impact.
3. Write a report on the Fund's ten-year impact based on the data collected and analyzed above.
4. Present findings to MOHCD staff, the Fund's Community Advisory Committee, community-based organizations and neighborhood stakeholders.

If your firm is interested in providing consulting services for this project, please include the following in your submission:

1. A description of your firm's qualifications, including at least two similar or relevant projects that have been completed in the last five years;
2. A list of staff that would work on this project, including their qualifications, relevant experience, and other projects they will be working on during the proposed timeline, along with percentage of time committed;
3. A cost estimate for each scope of work element; and
4. At least two professional references that can verify your firm's past experience and outcomes.

QUESTIONS?

Contact Claudine M. del Rosario, SoMa Fund Director, at (415) 613-4854, or
claudine.delrosario@sfgov.org

Funding Recommendations for South of Market Community
Stabilization Fund

FY 2019 - 2020

| <i>Strategic Assessment</i> | | | |
|---|--|----|-------------------|
| Sikano and Hernandez Consulting/Community Responsive Education and Robles Consulting | Consultants to conduct a strategic assessment and report on the SoMa Community Stabilization Fund's effectiveness in mitigating displacement of residents, businesses and community-based organizations. | \$ | 100,000.00 |
| | Grand Total | \$ | 100,000.00 |

Mayor's Office of Housing and Community Development
City and County of San Francisco



London N. Breed
Mayor

Eric D. Shaw
Director

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Benjamin McCloskey, Deputy Director Mayor's Office of Housing and Community Development

DATE: May 14, 2020

SUBJECT: Expend Resolution for SOMA Community Stabilization Funds
May 2020 - \$100,000

Attached please find the original and 2 copies of each of the following:

- Proposed resolution; original signed by Department, Mayor, Controller
- Expenditure budget

Departmental representative to receive a copy of the adopted resolution:
Name: Benjamin McCloskey

Phone: 701-5575
Interoffice Mail Address: Benjamin.McCloskey@sfgov.org
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).



San Francisco Ethics Commission

25 Van Ness Avenue, Suite 220, San Francisco, CA 94102

Phone: 415.252.3100 . Fax: 415.252.3112

ethics.commission@sfgov.org . www.sfethics.org

Received On:

File #: 200583

Bid/RFP #:

Notification of Contract Approval

SFEC Form 126(f)4

(S.F. Campaign and Governmental Conduct Code § 1.126(f)4)

A Public Document

Each City elective officer who approves a contract that has a total anticipated or actual value of \$100,000 or more must file this form with the Ethics Commission within five business days of approval by: (a) the City elective officer, (b) any board on which the City elective officer serves, or (c) the board of any state agency on which an appointee of the City elective officer serves. For more information, see: <https://sfethics.org/compliance/city-officers/contract-approval-city-officers>

1. FILING INFORMATION

| | |
|---|---|
| TYPE OF FILING | DATE OF ORIGINAL FILING (for amendment only) |
| Original | |
| AMENDMENT DESCRIPTION – Explain reason for amendment | |
| | |

2. CITY ELECTIVE OFFICE OR BOARD

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|------------------------|--------------------------------------|
| OFFICE OR BOARD | NAME OF CITY ELECTIVE OFFICER |
| Board of Supervisors | Members |

3. FILER'S CONTACT

| | |
|----------------------------------|--------------------------------|
| NAME OF FILER'S CONTACT | TELEPHONE NUMBER |
| Angela Calvillo | 415-554-5184 |
| FULL DEPARTMENT NAME | EMAIL |
| office of the clerk of the Board | Board.of.Supervisors@sfgov.org |

4. CONTRACTING DEPARTMENT CONTACT

| | |
|---|--|
| NAME OF DEPARTMENTAL CONTACT | DEPARTMENT CONTACT TELEPHONE NUMBER |
| Claudine del Rosario | 415-701-5580 |
| FULL DEPARTMENT NAME | DEPARTMENT CONTACT EMAIL |
| MYR Mayor's Ofc of Housing & Community Dev. | claudine.delrosario@sfgov.org |

| 5. CONTRACTOR | |
|---|---|
| NAME OF CONTRACTOR CRE and Robles | TELEPHONE NUMBER 415-218-9181 |
| STREET ADDRESS (including City, State and Zip Code) 2744 E. 11th Street c7, Oakland, CA 94601 | EMAIL rowena.a.robles@gmail.com |

| 6. CONTRACT | | |
|--|--------------------------------|--|
| DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S) | ORIGINAL BID/RFP NUMBER | FILE NUMBER (If applicable) 200583 |
| DESCRIPTION OF AMOUNT OF CONTRACT \$50,000 | | |
| NATURE OF THE CONTRACT (Please describe) <ol style="list-style-type: none"> 1. Collect qualitative impact data through ethnographic interviews (up to thirty-five) and focus groups (approximately three). 2. Analyze data from Census/American Community Survey and MOHCD's grant management system to draw conclusions about the Fund's quantitative impact. 3. Write a report on the Fund's ten-year impact based on the data collected and analyzed above. 4. Present findings to MOHCD staff, the Fund's Community Advisory Committee, community-based organizations and neighborhood stakeholders. | | |

| 7. COMMENTS |
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| 8. CONTRACT APPROVAL | |
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| This contract was approved by: | |
| <input type="checkbox"/> | THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM |
| <input checked="" type="checkbox"/> | A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors |
| <input type="checkbox"/> | THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS |

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
|----|--------------------------------|------------|-------------------------|
| 1 | Robles | Rowena | Other Principal Officer |
| 2 | Tintiangco-Cubales | Allyson | Other Principal Officer |
| 3 | Macatangay | Glenda | Other Principal Officer |
| 4 | Duncan-Andrade | Jeff | Other Principal Officer |
| 5 | Daus-Magbual | Arlene | Other Principal Officer |
| 6 | Desai | Maharaj | Other Principal Officer |
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| <input type="checkbox"/> | Check this box if you need to include additional names. Please submit a separate form with complete information. Select "Supplemental" for filing type. | | |

10. VERIFICATION

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

| | |
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| <p>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</p> <p>BOS Clerk of the Board</p> | <p>DATE SIGNED</p> |
|---|---------------------------|



San Francisco Ethics Commission

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A Public Document

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| office of the clerk of the Board | Board.of.Supervisors@sfgov.org |

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| Claudine del Rosario | 415-701-5580 |
| FULL DEPARTMENT NAME | DEPARTMENT CONTACT EMAIL |
| MYR Mayor's Ofc of Housing & Community Dev. | claudine.delrosario@sfgov.org |

| 5. CONTRACTOR | |
|--|--|
| NAME OF CONTRACTOR Sikano and Hernandez | TELEPHONE NUMBER 218-260-8351 |
| STREET ADDRESS (including City, State and Zip Code) 2100 Leavenworth Street, San Francisco, CA 94133 | EMAIL memodybhernandez@gmail.com |

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| 7. COMMENTS |
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| This contract was approved by: | |
| <input type="checkbox"/> | THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM |
| <input checked="" type="checkbox"/> | A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES Board of Supervisors |
| <input type="checkbox"/> | THE BOARD OF A STATE AGENCY ON WHICH AN APPOINTEE OF THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM SITS |

9. AFFILIATES AND SUBCONTRACTORS

List the names of (A) members of the contractor's board of directors; (B) the contractor's principal officers, including chief executive officer, chief financial officer, chief operating officer, or other persons with similar titles; (C) any individual or entity who has an ownership interest of 10 percent or more in the contractor; and (D) any subcontractor listed in the bid or contract.

| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
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| 1 | Hernandez | Melody | Other Principal Officer |
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Check this box if you need to include additional names. Please submit a separate form with complete information. Select “Supplemental” for filing type.

10. VERIFICATION

I have used all reasonable diligence in preparing this statement. I have reviewed this statement and to the best of my knowledge the information I have provided here is true and complete.

I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

| | |
|---|---------------------------|
| <p>SIGNATURE OF CITY ELECTIVE OFFICER OR BOARD SECRETARY OR CLERK</p> <p>BOS Clerk of the Board</p> | <p>DATE SIGNED</p> |
|---|---------------------------|

From: [Kittler, Sophia \(MYR\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Chan, Amy \(MYR\)](#); [Peacock, Rebecca \(MYR\)](#); [Kirkpatrick, Kelly \(MYR\)](#); [Groffenberger, Ashley \(MYR\)](#)
Subject: Mayor - Resolution - Authorizing Expenditures -- SoMa Community Stabilization Fund -- \$100,00
Date: Tuesday, June 2, 2020 7:07:08 PM
Attachments: [3. RE SoMa Fund Resolution for your signature.eml](#)
[FW SOMA May 2020 AE.msg](#)
[1. SoMa Resolution - Strategic Assessment - May 2020.docx](#)
[2. SoMa Expend Resolution May 2020 Cover Memo Services.doc](#)
[4. RFO.pdf](#)
[5. SoMa Preliminary Recommendations - May 2020.xlsx](#)
[6. SFEC Form 126f4BOS---Notification of Contract CRE&Robles.pdf](#)
[7. SFEC Form 126f4BOS---Notification of Contract Sikano&Hernandez.pdf](#)

Please find attached for introduction to the Board of Supervisors a **Resolution authorizing the Mayor's Office of Housing and Community Development to expend SoMa Community Stabilization Fund dollars in the amount of \$100,000 for the coordination of a strategic assessment of the SoMa Community Stabilization Fund's performance.**

Please let me know if you have any questions.

Sophia Kittler
Office of Mayor London N. Breed
415 554 6153