



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**

July 01, 2022

San Francisco Pretrial Diversion Project, Inc.
236 - 8th 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 #1 effective **July 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:
Crispin Hollings

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**

First 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 **July 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

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 **\$18,764,430 (Eighteen Million Seven Hundred Sixty Four Thousand Four Hundred Thirty 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.

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 **\$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.

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

2.3 Qualified Personnel. Section 4.2 Qualified Personnel of the Agreement currently reads as follows.

4.2 Qualified Personnel. Contractor shall utilize only competent personnel under the supervision of, and in the employment of, Contractor (or Contractor's authorized subcontractors) to perform the Services. Contractor will comply with City's reasonable requests regarding

assignment and/or removal of personnel, but all personnel, including those assigned at City's request, must be supervised by Contractor. Contractor shall commit adequate resources to allow timely completion within the project schedule specified in this Agreement.

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

4.2 Personnel.

4.2.1 Qualified Personnel. Contractor shall utilize only competent personnel under the supervision of, and in the employment of, Contractor (or Contractor's authorized subcontractors) to perform the Services. Contractor will comply with City's reasonable requests regarding assignment and/or removal of personnel, but all personnel, including those assigned at City's request, must be supervised by Contractor. Contractor shall commit adequate resources to allow timely completion within the project schedule specified in this Agreement.

4.2.2 Contractor Vaccination Policy.

(a) Contractor acknowledges that it has read the requirements of the 38th Supplement to Mayoral Proclamation Declaring the Existence of a Local Emergency ("Emergency Declaration"), dated February 25, 2020, and the Contractor Vaccination Policy for City Contractors issued by the City Administrator ("Contractor Vaccination Policy"), as those documents may be amended from time to time. A copy of the Contractor Vaccination Policy can be found at: <https://sf.gov/confirm-vaccine-status-your-employees-and-subcontractors>

(b) A Contract subject to the Emergency Declaration is an agreement between the City and any other entity or individual and any subcontract under such agreement, where Covered Employees of the Contractor or Subcontractor work in-person with City employees in connection with the work or services performed under the agreement at a City owned, leased, or controlled facility. Such agreements include, but are not limited to, professional services contracts, general services contracts, public works contracts, and grants. Contract includes such agreements currently in place or entered into during the term of the Emergency Declaration. Contract does not include an agreement with a state or federal governmental entity or agreements that do not involve the City paying or receiving funds.

(c) In accordance with the Contractor Vaccination Policy, Contractor agrees that:

(i) Where applicable, Contractor shall ensure it complies with the requirements of the Contractor Vaccination Policy pertaining to Covered Employees, as they are defined under the Emergency Declaration and the Contractor Vaccination Policy, and insure such Covered Employees are either fully vaccinated for COVID-19 or obtain from Contractor an exemption based on medical or religious grounds; and

(ii) If Contractor grants Covered Employees an exemption based on medical or religious grounds, Contractor will promptly notify City by completing and submitting the Covered Employees Granted Exemptions Form (“Exemptions Form”), which can be found at <https://sf.gov/confirm-vaccine-status-your-employees-and-subcontractors> (navigate to “Exemptions” to download the form).

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 **July 01, 2022.**

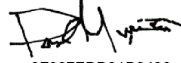
Article 5 Legal Effect

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:

OF327EDD31D9436...

Paul Miyamoto
Sheriff
San Francisco Sheriff's Office

CONTRACTOR

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

DocuSigned by:

444C6974F4564E0...

David Mauroff
Chief Executive Officer
236 – 8th Street, Suite E
San Francisco, CA 94103

City Supplier number: **0000011529**

Approved as to Form:


David Chiu
City Attorney

DocuSigned by:

By: C55BEA64595E442...

Jana Clark
Deputy City Attorney

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

DocuSigned by:

By: 78EAE44AB01C4E0...

Attached Appendices:

Appendix B – SFP Pretrial Budget FY 22-23 (B-2B)

SF Pretrial Service Budget Program Summary 2022 (C-1)

Certificate Of Completion

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Subject: Please DocuSign: SF Pretrial Services PIA 1st Amendment thru 06.30.2024 Final.pdf

Source Envelope:

Document Pages: 17

Signatures: 4

Envelope Originator:

Certificate Pages: 5

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 & Canada)

lorena.marquez@sfgov.org

IP Address: 208.121.35.193

Record Tracking

Status: Original

Holder: Lorena Marquez

Location: DocuSign

7/29/2022 12:38:55 PM

lorena.marquez@sfgov.org

Signer Events

David Mauroff

davidm@sfpreftrial.org

CEO

SF Pretrial

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:



444C6974F4564E0...

Timestamp

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Crispin Hollings

Crispin.Hollings@sfgov.org

Deputy Director III

City and County of San Francisco

Security Level: Email, Account Authentication
(None)

DocuSigned by:



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Paul Miyamoto

Paul.Miyamoto@sfgov.org

Sheriff

City and County of San Francisco

Security Level: Email, Account Authentication
(None)

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Accepted: 6/3/2020 8:32:52 AM

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| Carbon Copy Events | Status | Timestamp |
|---------------------------|---------------|------------------|
|---------------------------|---------------|------------------|

Mylan Luong

Mylan.Luong@sfgov.org

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Kerith Pickett

kerithp@sfpreftrial.org

Security Level: Email, Account Authentication
(None)

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

| Witness Events | Signature | Timestamp |
|-----------------------|------------------|------------------|
|-----------------------|------------------|------------------|

| Notary Events | Signature | Timestamp |
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7/29/2022 12:45:40 PM

| Payment Events | Status | Timestamps |
|-----------------------|---------------|-------------------|
|-----------------------|---------------|-------------------|

| Electronic Record and Signature Disclosure |
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Certificate Of Completion

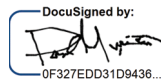
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| Certificate Pages: 4 | Initials: 0 |
| AutoNav: Enabled | Envelope Originator: |
| Envelope Stamping: Enabled | Lorena Marquez |
| Time Zone: (UTC-08:00) Pacific Time (US & Canada) | 25 Van Ness Ave, Ste 500 |
| | San Francisco, CA 94102 |
| | lorena.marquez@sfgov.org |
| | IP Address: 208.121.35.193 |

Record Tracking

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Signer Events

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

Signature

Signature Adoption: Drawn on Device
 Using IP Address: 208.121.35.193

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

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| 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

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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:

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 Signature Adoption: Pre-selected Style
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| Time Zone: (UTC-08:00) Pacific Time (US & Canada) | 25 Van Ness Ave, Ste 500 |
| | San Francisco, CA 94102 |
| | caroline.xu@sfgov.org |
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Signer Events

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

Signature

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| Agent Delivery Events | Status | Timestamp |
| Intermediary Delivery Events | Status | Timestamp |
| Certified Delivery Events | Status | Timestamp |
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| Notary Events | Signature | Timestamp |
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| Payment Events | Status | Timestamps |
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Electronic Record and Signature Disclosure

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: 7/1/2022
 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 | \$ 4,525,944 |
| B) Direct Program Operating Expenses | \$ 848,457 |
| C) Program [Sub-]Contract Services | \$ 155,614 |
| D) Program Equipment Purchase | \$ 7,250 |
| X) Non-Program Indirect/Admin/Overhead Costs** (20.0%) | \$ 905,189 |
| TOTAL PROGRAM [& NON-PROGRAM] AMOUNT: | \$ 6,442,454 |

*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.

DocuSigned by: Financial Officer Date: 7/29/2022

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FOR SHERIFF USE ONLY

Program Budget Approved DocuSigned by: 7/29/2022

 3BE50B7C42C741E... I Officer Date:

Data entry of Approved Budget Date:

Accounting Codes (and amounts if more than one): _____

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: 7/1/2022
 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 Operating Officer | 0.250 | 10 | 52 | \$51.92 | \$26,998 | 21% | \$5,670 | \$32,668 |
| 3 Chief Programs Officer | 0.625 | 25 | 52 | \$63.34 | \$82,342 | 21% | \$17,292 | \$99,634 |
| 4 Director of Programs | 0.625 | 25 | 52 | \$50.96 | \$66,248 | 21% | \$13,912 | \$80,160 |
| 5 Director of Policy and Evaluation | 0.400 | 16 | 52 | \$54.33 | \$45,203 | 21% | \$9,493 | \$54,695 |
| 6 OR Manager | 1.000 | 40 | 52 | \$41.30 | \$85,904 | 21% | \$18,040 | \$103,944 |
| 7 OR Assistant Manager | 1.000 | 40 | 52 | \$36.78 | \$76,502 | 21% | \$16,066 | \$92,568 |
| 8 OR Shift Supervisor | 2.000 | 80 | 52 | \$36.09 | \$150,134 | 21% | \$31,528 | \$181,663 |
| 9 Pretrial Release Specialist Swing/Mid 2 | 2.000 | 80 | 52 | \$32.94 | \$137,030 | 21% | \$28,776 | \$165,807 |
| Pretrial Release Specialist Swing/Mid 2 (Bilingual) | 4.000 | 160 | 52 | \$34.54 | \$287,373 | 21% | \$60,348 | \$347,721 |
| 10 Pretrial Release Specialist 2 | 2.000 | 80 | 52 | \$31.75 | \$132,080 | 21% | \$27,737 | \$159,817 |
| Pretrial Release Specialist 2 (Bilingual) | 2.000 | 80 | 52 | \$34.52 | \$143,603 | 21% | \$30,157 | \$173,760 |
| 11 Pretrial Release Specialist Swing/Mid 1 | 3.000 | 120 | 52 | \$27.94 | \$174,346 | 21% | \$36,613 | \$210,958 |
| 12 Pretrial Release Specialist 1 | 2.000 | 80 | 52 | \$26.70 | \$111,072 | 21% | \$23,325 | \$134,397 |
| Pretrial Release Specialist 1 (Bilingual) | 2.000 | 80 | 52 | \$27.96 | \$116,314 | 21% | \$24,426 | \$140,739 |
| 13 Judicial Liaison | 0.200 | 8 | 52 | \$60.37 | \$25,114 | 21% | \$5,274 | \$30,388 |
| 14 ACM Manager | 1.000 | 40 | 52 | \$37.98 | \$78,998 | 21% | \$16,590 | \$95,588 |
| 15 ACM Assistant Manager | 1.000 | 40 | 52 | \$35.44 | \$73,715 | 21% | \$15,480 | \$89,195 |
| 16 Lead ACM Case Manager | 2.000 | 80 | 52 | \$34.13 | \$141,981 | 21% | \$29,816 | \$171,797 |
| 17 ACM Case Manager | 7.700 | 308 | 52 | \$29.71 | \$475,835 | 21% | \$99,925 | \$575,761 |
| 18 ACM Case Manager (Bilingual) | 4.000 | 160 | 52 | \$31.12 | \$258,918 | 21% | \$54,373 | \$313,291 |
| 19 ACM Case Manager (Group facilitation) | 1.300 | 52 | 52 | \$30.33 | \$82,012 | 21% | \$17,223 | \$99,235 |
| 20 Court Team Manager | 1.000 | 40 | 52 | \$42.31 | \$88,005 | 21% | \$18,481 | \$106,486 |
| 21 Court Team Assistant Manager | 1.000 | 40 | 52 | \$35.44 | \$73,715 | 21% | \$15,480 | \$89,195 |
| 22 Lead Court Liaison | 1.000 | 40 | 52 | \$33.21 | \$69,077 | 21% | \$14,506 | \$83,583 |
| 23 Court Liaison | 3.000 | 120 | 52 | \$29.71 | \$185,390 | 21% | \$38,932 | \$224,322 |
| 24 Court Liaison (Bilingual) | 2.000 | 80 | 52 | \$31.12 | \$129,459 | 21% | \$27,186 | \$156,646 |
| 25 ICR Case Manager | 1.000 | 40 | 52 | \$29.94 | \$62,275 | 21% | \$13,078 | \$75,353 |
| 26 ICR Case Manager (Bilingual) | 1.000 | 40 | 52 | \$31.37 | \$65,250 | 21% | \$13,702 | \$78,952 |
| 27 Diversion Services Manager | 0.600 | 24 | 52 | \$39.90 | \$49,795 | 21% | \$10,457 | \$60,252 |
| 28 PTD Lead Case Manager | 1.000 | 40 | 52 | \$31.44 | \$65,395 | 21% | \$13,733 | \$79,128 |
| 29 PTD Case Manager | 2.000 | 80 | 52 | \$29.71 | \$123,594 | 21% | \$25,955 | \$149,548 |
| 30 PTD Case Manager (Bilingual) | 2.000 | 80 | 52 | \$31.12 | \$129,459 | 21% | \$27,186 | \$156,646 |
| 31 Diversion Program Specialist | 0.600 | 24 | 52 | \$27.44 | \$34,245 | 21% | \$7,191 | \$41,437 |
| 32 Court Compliance Specialist | 2.000 | 80 | 52 | \$26.70 | \$111,072 | 21% | \$23,325 | \$134,397 |
| 33 Court Compliance Specialist (Bilingual) | 1.000 | 40 | 52 | \$27.96 | \$58,157 | 21% | \$12,213 | \$70,370 |
| 34 Lead Program Assistant | 1.000 | 40 | 52 | \$27.69 | \$57,595 | 21% | \$12,095 | \$69,690 |
| 35 Program Assistant | 4.000 | 160 | 52 | \$24.44 | \$203,341 | 21% | \$42,702 | \$246,042 |
| 36 Group Facilitator | 0.200 | 8 | 52 | \$33.44 | \$13,911 | 21% | \$2,921 | \$16,832 |
| TOTAL FTEs | | 65.125 | | | Subtotal Salary & Fringe Benefits: | | | \$5,324,640 |
| | | | | | | | | (\$798,696) |
| 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. | | | | | | | | \$4,525,944 |

Appendix B-2B
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. | 7/1/2022 |
| Program Title: | Grant/Contract Period: |
| Pretrial Services | 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 | \$ 1,658 | 12 | \$ 19,890 |
| 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): | | | \$ - |
| | | | \$ - |
| | | | \$ - |
| Accounting Codes (and amounts if more than one): | Subtotal Other Current Expenses: | | \$ 848,457 |

Appendix B-2B
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.

7/1/2022

Program Title:

Grant/Contract Period:

Pretrial Services

7/1/2022-6/30/2023

C) Program [Sub-]Contract Services

| Consultants/Professional Services* | | | | |
|---|--------------------------------|--------------------------------|--|-----------------------|
| Name/Agency | Description of Services | Estimated Cost Per Hour | Estimated Hours | Request Amount |
| 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 |
| | | | | \$ - |
| | | | | \$ - |
| Other [Sub-]Contract Services (provide description): | | | | |
| Item (Example): | Description: | Estimated Cost Per Hour | Estimated Hours | Request Amount |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| | | | | \$ - |
| Agency's Financial Officer | | | Subtotal for [Sub-]Contractual Services: | \$ 155,614 |

*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-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: 7/1/2022

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-1

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

Program: Pretrial Services

| | Fiscal Year | Contract Term | Yearly Contract or CODB Amount |
|------------------------------|--------------|-----------------------|-----------------------------------|
| Original Contract | | | |
| 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 |
| | | | |
| Amendment # 1 | | | |
| FY 22-23 - CODB - 3% | FY 2022-2023 | 7/1/2022 - 06/30/2023 | \$ 187,644 |
| TOTALS | | | \$ 18,952,074 |



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:

08-16-2022 | 10:38:59 PDT

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-officers>

1. FILING INFORMATION

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

2. CITY ELECTIVE OFFICE OR BOARD

| | |
|-----------------------------------|---|
| OFFICE OR BOARD Sheriff | NAME OF CITY ELECTIVE OFFICER Paul Miyamoto |
|-----------------------------------|---|

3. FILER'S CONTACT

| | |
|---|--|
| NAME OF FILER'S CONTACT Lorena Marquez | TELEPHONE NUMBER 415-554-7427 |
| FULL DEPARTMENT NAME San Francisco Sheriff's office | EMAIL Lorena.Marquez@sfgov.org |

4. CONTRACTING DEPARTMENT CONTACT

| | |
|---|---|
| NAME OF DEPARTMENTAL CONTACT Lorena Marquez | DEPARTMENT CONTACT TELEPHONE NUMBER 415-554-7427 |
| FULL DEPARTMENT NAME San Francisco Sheriff's office | DEPARTMENT CONTACT EMAIL Lorena.Marquez@sfgov.org |

| 5. CONTRACTOR | |
|---|---|
| NAME OF CONTRACTOR San Francisco Pretrial Diversion Project | TELEPHONE NUMBER 415-626-4995 |
| STREET ADDRESS (including City, State and Zip Code) 236 - 8th Street, Suite E San Francisco, CA 94103 | EMAIL davidm@sfpretrial.org |

| 6. CONTRACT | | |
|--|---|--|
| DATE THE CONTRACT WAS APPROVED 07/01/2022 | ORIGINAL BID/RFP NUMBER SHF 2020-04 | FILE NUMBER (If applicable) BOS 210484 |
| NATURE OF THE CONTRACT (Please describe) The San Francisco Sheriff's Office has made it a top priority to reduce recidivism and improve the outcomes of the incarcerated population and offering alternatives to incarceration while maintaining public safety. A key component of this effort is to provide effective pretrial programming with a continuum of pretrial supervision options. Components include Pretrial Risk Assessment, Probable Cause, Alternatives to Pretrial Incarceration, Pretrial Diversion and Group Facilitation. Amending contract to add a 3% CODB for FY22-23. | | |

| 7. COMMENTS |
|-------------|
| |

| 8. CONTRACT APPROVAL | |
|-------------------------------------|--|
| This contract was approved by: | |
| <input checked="" type="checkbox"/> | THE CITY ELECTIVE OFFICER(S) IDENTIFIED ON THIS FORM |
| <input type="checkbox"/> | A BOARD ON WHICH THE CITY ELECTIVE OFFICER(S) SERVES |
| <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 | Mauroff | David | CEO |
| 2 | Barron | Cristina | Other Principal Officer |
| 3 | Iacobucci | Tom | CFO |
| 4 | Pickett | Kerith | Other Principal Officer |
| 5 | wolkin | Betsy | Board of Directors |
| 6 | Amarathithada | David | Board of Directors |
| 7 | Green | Geri | Board of Directors |
| 8 | Hernandez | Joanna | Board of Directors |
| 9 | Jones | Philip | Board of Directors |
| 10 | Loyce | Jimmy | Board of Directors |
| 11 | Pate | Doc | Board of Directors |
| 12 | Serrano-Quan | Carlos | Board of Directors |
| 13 | walker | Tamara | Board of Directors |
| 14 | Varsity Technologies | | Subcontractor |
| 15 | Strategic & Financial Plng | | Subcontractor |
| 16 | Research Development Assc. | | Subcontractor |
| 17 | Database Development | | Subcontractor |
| 18 | | | |
| 19 | | | |

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 |
|----|--------------------------------|------------|------|
| 20 | | | |
| 21 | | | |
| 22 | | | |
| 23 | | | |
| 24 | | | |
| 25 | | | |
| 26 | | | |
| 27 | | | |
| 28 | | | |
| 29 | | | |
| 30 | | | |
| 31 | | | |
| 32 | | | |
| 33 | | | |
| 34 | | | |
| 35 | | | |
| 36 | | | |
| 37 | | | |
| 38 | | | |

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.

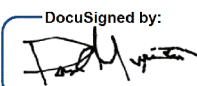
| # | LAST NAME/ENTITY/SUBCONTRACTOR | FIRST NAME | TYPE |
|----|--------------------------------|------------|------|
| 39 | | | |
| 40 | | | |
| 41 | | | |
| 42 | | | |
| 43 | | | |
| 44 | | | |
| 45 | | | |
| 46 | | | |
| 47 | | | |
| 48 | | | |
| 49 | | | |
| 50 | | | |

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>DocuSigned by:  QF327EDD31D9436... Paul Miyamoto</p> | <p>DATE SIGNED</p> <p>08-16-2022 10:38:59 PDT</p> |
|--|--|



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/6/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

Table with producer information (G2 Insurance Services, LLC) and insured information (San Francisco Pretrial Diversion Project). Includes contact details and insurer list (Scottsdale Insurance Company, California State Compensation Insurance Fund, Accelerant Specialty Insurance Company, Navigators Insurance Company).

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Main table listing insurance coverages such as Commercial General Liability, Automobile Liability, Workers Compensation, and Professional Liability with associated policy numbers, dates, and limits.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Directors & Officers Liability
Retention D&O: \$10,000
Retention EPLI: \$50,000
Technology Errors and Omissions Liability Full Program
Insurance Company - Accelerant Specialty Insurance Company
Effective Date: July 14, 2022
SEE ATTACHED ACORD 101

CERTIFICATE HOLDER CANCELLATION

Table containing certificate holder information (City and County of San Francisco) and cancellation notice details.

**ADDITIONAL REMARKS SCHEDULE**

| | | | |
|---|-----------------------------|-----------------------------------|---|
| AGENCY G2 Insurance Services, LLC | | License # 0H81923 | NAMED INSURED San Francisco Pretrial Diversion Project 236 8th Street, Ste E San Francisco, CA 94103 |
| POLICY NUMBER SEE PAGE 1 | | | |
| CARRIER SEE PAGE 1 | NAIC CODE SEE P 1 | EFFECTIVE DATE: SEE PAGE 1 | |

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

Description of Operations/Locations/Vehicles:
Expiration Date: July 14, 2023
Retroactive Date: July 14, 2021

Limits of Insurance:
Per Claim Limit \$1,000,000
Aggregate Limit: \$1,000,000
Per Claim Deductible: \$10,000

Cyber Liability Coverage
Insurance Company - AXIS Insurance Company
Policy Number: P00100064919802
Effective Date: August 8,2022
Expiration Date: August 8,2023

Limits of Insurance:
\$5,000,000 Aggregate
\$25,000 Policy Retention

Certificate Holder is named as additional insured as respects General Liability where required by written contract

POLICY NUMBER: OPS1586143

COMMERCIAL GENERAL LIABILITY
CG 20 26 07 04

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – DESIGNATED
PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
SCHEDULE

Name of Additional Insured Person(s) or Organization(s)

City and County of San Francisco
San Francisco Sheriff's Department
1 Dr. Carleton B. Goodlett Pl. Suite 456
San Francisco, CA 84102

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

Section II - Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:

- A. In the performance of your ongoing operations;
- or
- B. In connection with your premises owned by or rented to you.