

File No. 210530

Committee Item No. 4

Board Item No. 7

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: June 23, 2021

Board of Supervisors Meeting:

Date: June 29, 2021

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 checked="" type="checkbox"/> | <input checked="" 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 |
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OTHER

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Prepared by: John Carroll

Date: June 18, 2021

Prepared by: John Carroll

Date: June 24, 2021

Prepared by: John Carroll

Date: _____

1 [Renewal Agreement - Data Center Space and Services - 3101 Gold Center Drive, Rancho
2 Cordova, California - \$639,480 Annual Base Rent - Not to Exceed \$2,015,960.70]

3 **Resolution authorizing and approving a renewal agreement for the use of space and**
4 **communication services within an existing data center located at 3101 Gold Center**
5 **Drive, Rancho Cordova, California from the State of California Technology Agency,**
6 **Office of Technology Services, for a three-year term, commencing July 1, 2021, through**
7 **June 30, 2024, at a monthly base rate of \$52,940 for a total annual rate of \$639,480 in a**
8 **total amount not to exceed \$2,015,960.70.**

9
10 WHEREAS, Critical business systems of the City and County of San Francisco should
11 have redundant recovery systems and facilities to be used in the event primary data centers
12 become non-functional due to a natural disaster, criminal activity, or other emergency; and

13 WHEREAS, The Department of Technology has adopted and implemented a policy
14 that calls for the development of a comprehensive information technology Disaster Recover
15 (“DR”) plan that involves not only placing business critical infrastructure in San Francisco, but
16 also designating a DR hot site at an appropriate out of area location so that such business
17 critical operations of the City may continue until normal business operations resume and the
18 selected out of area site is 3101 Gold Center Drive in Rancho Cordova (the “Facility”); and

19 WHEREAS, The Facility provides the City with an ability to replicate City data on a
20 regularly scheduled basis, is accessible by the City, is in a secure and stable environment,
21 provides an opportunity for monthly, quarterly and semi-annual tests to ensure full
22 functionality, and is reasonably priced; and

23 WHEREAS, The State of California, through its Department of Technology (the
24 “State”), has maintained this robust disaster recovery facility at a reasonable cost to other
25

1 agencies desirous of securing off-site critical data redundancy in a secure and stable
2 environment; and

3 WHEREAS, The City and County of San Francisco has found the Facility meets our
4 DR objectives to recover as quickly and effectively as possible from an unforeseen disaster or
5 emergency which interrupts information systems and business operations; and

6 WHEREAS, A Renewal Agreement with the State has been negotiated by the Director
7 of Property, in consultation with the City's Department of Technology, which is on file with the
8 Clerk of the Board of Supervisors under File No. 210530 (the "Agreement"); and

9 WHEREAS, The Agreement has a term of three years, from July 1, 2021, through
10 June 30, 2024; and

11 WHEREAS, The base monthly rental cost is pursuant to a rate structure published by
12 the State, which results in a full service rate of \$52,540 per month to meet the needs of the
13 City and County of San Francisco, including an annual installation expense of \$4,200 for
14 necessary electrical circuits; and

15 WHEREAS, The Director of Property has determined that the proposed lease rates are
16 reasonable and represent fair market rent for the Facility, given the services provided; now,
17 therefore, be it

18 RESOLVED, That the Board of Supervisors, in accordance with the recommendations
19 of the Director of Property and Director of Department of Technology, hereby approves the
20 Agreement, in substantially the form presented to this Board, and authorizes City staff to take
21 all actions necessary to occupy the Facility consistent with the Agreement; and, be it

22 FURTHER RESOLVED, That the Board of Supervisors authorizes the Director of
23 Property, in consultation with the City Attorney and Director of the Department of Technology,
24 to enter into any additions, amendments, extensions, or other modifications to the Agreement
25 that the Director of Property determines are in the best interests of the City, do not materially

1 decrease the benefits to the City, and are in compliance with all applicable laws, including the
2 City's Charter, and may result in a fiscal impact due to either adjusted rate schedules as
3 posted by the State, or expanded use of the Facility by City; and, be it

4 FURTHER RESOLVED, That the Director of Property is hereby authorized and urged,
5 in the name and on behalf of the City and County, to take any and all steps (including, but not
6 limited to, the execution and delivery of any and all certificates, agreements, notices,
7 consents, and other instruments or documents) as the Director of Property deems necessary
8 or appropriate in order to consummate the Agreement, or to otherwise effectuate the purpose
9 and intent of this Resolution, such determination to be conclusively evidenced by the
10 execution and delivery by the Director of Property of any such documents; and, be it

11 FURTHER RESOLVED, That the City shall occupy the Facility for the full term of the
12 Agreement unless funds for the rental payments are not appropriated in any subsequent fiscal
13 year at which time the City may terminate the Agreement with advance notice to State; and,
14 be it

15 FURTHER RESOLVED, That said Agreement shall be subject to certification as to
16 funds by the Controller, pursuant to Charter, Section 6.302; and, be it

17 FURTHER RESOLVED, That all actions heretofore taken by the officers of the City
18 with respect to the Agreement, or authorized and directed by this Resolution, are hereby
19 ratified, approved, and confirmed by this Board of Supervisors; and, be it

20 FURTHER RESOLVED, That within thirty (30) days of the Agreement being fully
21 executed by all parties, the Director of Property shall provide the final Agreement to the Clerk
22 of the Board for inclusion into the official file.

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\$639,480.00 available
Fund: 28070
Dept: 207929
Authority: 17582
Project: 10024777
Activity: 0001
Account: 530000
Fiscal Year 2021/2022 increase \$639,480.00

/s/
Michelle Allersma, Budget and Analysis
Division Director on behalf of
Ben Rosenfield, Controller

Subject to the enactment of the Annual
Appropriation Ordinance for Fiscal Year
2021/2022.

RECOMMENDED:

/s/
Andrico Q. Penick
Director of Property

RECOMMENDED:

/s/
Linda Gerull
Director
Department of Technology

CITY AND COUNTY OF SAN FRANCISCO
BOARD OF SUPERVISORS
BUDGET AND LEGISLATIVE ANALYST

1390 Market Street, Suite 1150, San Francisco, CA 94102 (415) 552-9292
FAX (415) 252-0461

June 18, 2021


TO: Government Audit and Oversight Committee
FROM: Budget and Legislative Analyst 
SUBJECT: June 23, 2021 Special Government Audit and Oversight Committee Meeting

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Item 4 File 21-0530	Department: Real Estate Division
EXECUTIVE SUMMARY	
<p style="text-align: center;">Legislative Objectives</p> <ul style="list-style-type: none"> • The proposed resolution would approve an agreement between the City and the California Office of Technology Services, for a three-year term July 1, 2021 through June 30, 2024, and a total not to exceed amount of \$2,015,961. <p style="text-align: center;">Key Points</p> <ul style="list-style-type: none"> • The agreement would provide for the continued use of space and communication services at 3101 Gold Center Drive, Rancho Cordova, California, which serves as the designated location to store backup information under the City’s Disaster Recovery Plan in the event of a local disaster. • The proposed renewal agreement decreases the annual total cost by \$117,360, or 15 percent, from the annual total cost under the existing agreement, due to lower rates established by the State in the California Department of Technology. <p style="text-align: center;">Fiscal Impact</p> <ul style="list-style-type: none"> • The total cost of the agreement is \$2,015,961. <p style="text-align: center;">Recommendation</p> <ul style="list-style-type: none"> • Approve the proposed resolution. 	

MANDATE STATEMENT

City Administrative Code 23.27 states that any lease with a term of one year or longer or with rent of \$15,000 or more per month and where the City is the tenant is subject to Board of Supervisors approval.

BACKGROUND

In May 2013, following Board of Supervisors approval, the City entered into a new two-year agreement from July 1, 2013 through June 30, 2015 with the State of California Technology Agency, Office of Technology Services for data cabinet space and communication services at a shared data facility located at 3101 Gold Center Drive, Rancho Cordova, California. The total not to exceed amount of the agreement was \$265,891 for the two years, with options to extend. The initial agreement provided for six dedicated data cabinets and communication services at the facility.

The data cabinets and communication services serve as backup, providing for the recovery or continuation of information and communication technology infrastructure critical to the City's business functions after a natural or human-induced disaster.

The number of cabinets reserved for the agreement term is the City's Department of Technology estimate based on the amount of total data storage that will be needed by Departments as they consolidate their data systems into the shared Rancho Cordova site as part of their emergency continuity of operations plans.¹ The City pays only for the data cabinets that are used; a number that fluctuates throughout the term.

In June 2015, the City renewed its agreement with the State, extending the term for three years, for a total term from July 1, 2015 to June 30, 2018, budgeted at \$467,448 per year in 2015 and increasing by 5 percent each year for a total three-year maximum of \$1,473,630. The maximum number of cabinets available for use grew from six to 20.

In June 2018, the City renewed the agreement again for three years through June 30, 2021, for an initial amount of \$756,840 for the first year, and the second and third year totals increasing annually by 5 percent for a total three-year maximum under the agreement of \$2,385,938. Although 30 cabinets were available under the 2018 renewal agreement, the City's Department of Technology used only 22 cabinets, resulting in actual and projected agreement expenditures of \$1,743,840, or \$642,098 less than the agreement not-to-exceed amount of \$2,385,938.

DETAILS OF PROPOSED LEGISLATION

The proposed resolution would approve a renewal agreement between the City and the State of California Technology Agency, Office of Technology Services, for a three-year term commencing

¹ All City departments are required to develop and implement disaster-related planning for information technology systems and data (IT Continuity of Operations Plans).

July 1, 2021 through June 30, 2024, at a total annual rate of \$639,480, and three-year total not to exceed amount of \$2,015,961.

The agreement would provide for the continued use of space and communication services at 3101 Gold Center Drive, Rancho Cordova, California, which serves as the designated location under the City's Disaster Recovery Plan to store backup information so that in the event of a local disaster, business critical operations of the City may continue until normal business operations resume.

Under the proposed renewal agreement, 30 data cabinets are available but the City would continue to pay only for the data cabinets it uses.

FISCAL IMPACT

The annual total for the first year under the proposed agreement is \$639,480. The second and third year totals increase annually by 5 percent, for a total three-year maximum under the agreement of \$2,015,961, as shown in Table 1, below. The rates charged under the proposed agreement are established by the State in the California Department of Technology Rate Schedule (FY 2020/21 Rate schedule) and are not negotiated.

Table 1. Annual Rates Under Proposed Agreement

Year 1 total	\$639,480
Year 2 total (year 1 plus 5%)	671,454
Year 3 total (year 2 plus 5%)	705,027
3-year total	\$2,015,961

Source: Appendix B to the Agreement

The proposed renewal agreement decreases the annual total cost by \$117,360, or 15 percent, from the annual total cost under the existing agreement of \$756,840, due to lower State rates for cabinet, power and connectivity unit prices (see Table 2). According to Real Estate Division staff, the funds are available and have been allocated for the first year of the proposed renewal contract.

Table 2. Changes to Unit Prices, Budget Under Proposed Agreement

	2018-21 Agreement			Proposed 2021-24 Renewal Agreement			Change
	Annual unit price	Units	Total	Annual unit price	Units	Total	
Cabinets ^a	20,508	30	615,240	17,184	30	515,520	
Power Exceeding 3.5 kW	1,404	30	42,120	1,176	30	35,280	
Subtotal, cabinets and power			657,360			550,800	(106,560)
Cable Installation	1,050	4	4,200	1,050	4	4,200	
Connectivity	30,000	2	60,000	24,600	2	49,200	
Cloud Provider	35,280	1	35,280	35,280	1	35,280	
Subtotal, cloud provider gateway^b			99,480			88,680	(10,800)
Total, Annual Base Amount			\$756,840			\$639,480	(117,360)

Source: Real Estate Division

^a Data cabinets are not a property that is calculated per square foot, rather a fixed rate set by the State.

^b The “Cloud provider gateway” refers to the process of connecting City Departments to a secure and managed cloud provider.

RECOMMENDATION

Approve the resolution.

SCO ID:

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

PURCHASING AUTHORITY NUMBER (If Applicable)

1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

CITY AND COUNTY OF SAN FRANCISCO

CONTRACTOR NAME

CALIFORNIA DEPARTMENT OF TECHNOLOGY

2. The term of this Agreement is:

START DATE

JULY 1, 2021

THROUGH END DATE

JUNE 30, 2023

3. The maximum amount of this Agreement is:

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

Exhibits	Title	Pages	
Exhibit A	General Information	1	
Exhibit B	Budget Detail and Payment Provisions	1	
Exhibit B-1 *	Cost Worksheet	1	
+ -	Exhibit C*	General Terms and Conditions	1
+ -	Exhibit D	Customer Completion Form	1
+ -	Exhibit E	Special Conditions	7
+ -	Exhibit F	Public Liability and Workers Compensation Self-Insurance Memorandum	1
+ -			1

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at <https://www.dgs.ca.gov/OLS/Resources>

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

CALIFORNIA DEPARTMENT OF TECHNOLOGY

CONTRACTOR BUSINESS ADDRESS

P.O. Box 1810

CITY

Rancho Cordova

STATE

CA

ZIP

95741

PRINTED NAME OF PERSON SIGNING

MARISA DUARTE-LOTT

TITLE

PERSONAL SERVICES CONTRACTS - SUPERVISOR

CONTRACTOR AUTHORIZED SIGNATURE

DATE SIGNED

SCO ID:

STATE OF CALIFORNIA - DEPARTMENT OF GENERAL SERVICES

STANDARD AGREEMENT

STD 213 (Rev. 04/2020)

AGREEMENT NUMBER

PURCHASING AUTHORITY NUMBER (If Applicable)

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

CITY AND COUNTY OF SAN FRANCISCO - DEPARTMENT OF TECHNOLOGY

CONTRACTING AGENCY ADDRESS

25 VAN NESS AVENUE, #400

CITY

SAN FRANCISCO

STATE

CA

ZIP

94102

PRINTED NAME OF PERSON SIGNING

ANDRICO Q. PENICK

TITLE

DIRECTOR OF PROPERTY

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL

EXEMPTION (If Applicable)

GENERAL INFORMATION

1. This Agreement is entered into by and between CITY AND COUNTY OF SAN FRANCISCO (hereinafter referred to as the "Customer") and the State of California (hereinafter referred to as the "California Department of Technology" or the "Department, or Contractor") for the Customer to obtain information technology services, materials, or equipment. This Agreement shall represent the cost of ongoing services provided to the Customer by the Department along with the cost of projected new services to be requested through the Service Request (SR) process. This Agreement shall be augmented through the Department's SR process with any resulting mutually agreed upon contractual terms becoming a part of this Agreement, as if fully set forth herein. This Agreement also provides for payment for these services pursuant to State Administration Manual (SAM) section 8752-8752.1 and section 3.03 of the State Contracting Manual.
2. A full catalog of services provided by the CDT can be found here: [Service Catalog](#).

APPROVED AS TO FORM:

DENNIS J. HERRERA, City Attorney

By: 
773AED1C76FF416
Charles S. Sullivan, Deputy City Attorney

BUDGET DETAIL AND PAYMENT PROVISIONS**1. GENERAL CUSTOMER OBLIGATIONS**

- A. Return completed Agreement Package to the California Department of Technology (Department) no later than 60 calendar days prior to the Agreement start date. In the event a Customer does not return a completed Agreement Package during the required timeframe, the Department will escalate the matter with the Customer. Any costs incurred by the Department on behalf of the Customer after the expiration date will be billed to the Customer with full payment due within 30 calendar days.
- B. The Customer must provide 45-calendar days cancellation notice for specific services to be terminated. Lead-time for cancellation of services is vendor-dependent and may require additional lead-time for processing termination documents. The Customer must submit a *Request for Service* to notify CDT of the intent to terminate services. The targeted completion date noted on the Service Request must allow time for the lead-time required to cancel services. Due to the daily accumulation of system utilization and cost activity within the billing system, retroactive termination of services will not be considered. For additional information regarding lead-times for canceling services, please contact your Office of Customer Engagement Customer Representative.
- C. Customers are required to submit payments for services billed at the specified rates. Payment must be received within 90 calendar days of receipt of invoice. After 90 calendar days, the Department will escalate payment issues with the Customer. Use of services and goods provided by the Department to the Customer constitutes an obligation, which must be paid.
- D. In the event the Customer utilizes, requires, accepts or requests services that exceed the amount authorized by this Agreement, the Customer is responsible for all charges incurred and agrees that either party may amend this Agreement, in writing, to provide payment to the Department to the extent services have been provided. Such payment for services incurred beyond the amount authorized by this Agreement shall be made payable on or before the agreement expiration date. If, after the conclusion of the subject agreement period, it is determined that monies above and beyond that which was authorized by this Agreement are owed to the Department for services received by the Customer, either party may amend the Agreement, in writing, with the Customer agreeing to pay the outstanding amount in full, no later than 60 calendar days from discovery of the outstanding payment due.

2. INVOICING

- A. The Customer agrees to compensate the Department for services billed in accordance with the rates specified herein. Customer can access invoices from CalTABS.
- B. Invoices shall include the Department's specified contract number (as requested by the Department). Invoices are published monthly in arrears via the CalTABS system.
- C. To learn more about CalTABS, please visit: www.dts.ca.gov/CalTABS. To obtain a user ID, please contact ciobilling@state.ca.gov.
- D. In the event of an invoice dispute, Customer shall, within thirty (30) calendar days of its receipt of the invoice, notify the CDT of any amounts disputed. The Contract Administrators for the Parties shall attempt in good faith to resolve the disputed charges.

3. PAYMENT TERMS

- A. Costs for this Agreement shall be computed in accordance with SAM sections 8752 and 8752.1.
- B. The cost of subscribing to the Department of Technology's IT services is based upon the published Billing Rate Schedule, which is subject to change upon 30 calendar days' prior written notice. The rates billed under this contract, however, may not increase more than 5% per fiscal year (July 1 – June 30) during the term of this contract. These rates may be viewed on the Department's web site at: <https://cdt.ca.gov/services/rates/>
- C. Customer agrees to pay Department monthly upon receipt of invoice. Department will issue monthly invoice in arrears to the Customer.

4. CUSTOMER RESPONSIBILITY

It will be the responsibility of the Customer to notify the Department in writing within five (5) State business days after receipt/installation of goods from a vendor or other State agency (i.e., equipment, telecommunications lines, and software products). Such notification shall be sent to:

California Department of Technology
Warehouse Receiving at: warehouseceiving@state.ca.gov

COST WORKSHEET - BUDGET DETAIL

Service Code	Service Code Description	Rate Quantity	Unit	Extended per month	End of Year
Year 1					
F114	Basic Tenant Managed Services Cabinet Rancho Cordova	\$ 1,432.00	30 Cabinets	\$ 42,960.00	\$ 515,520.00
F116	Power Exceeding 3.5 kW	\$ 98.00	30 kW/Month	\$ 2,940.00	\$ 35,280.00
N607	TMS-Foreign Cable Install	\$ 350.00	4 One-Time/Install	As needed	\$ 4,200.00
N747	1000 Mbps Foreign/TMS Basic Connectivity	\$ 2,050.00	2 Circuit	\$ 4,100.00	\$ 49,200.00
N118	Cloud Provider Dedicated Direct Connect up to 1000Mbps	\$ 2,940.00	1 Circuit	\$ 2,940.00	\$ 35,280.00
				<u>\$ 52,940.00</u>	<u>\$ 639,480.00</u>
Year 2					
F114	Basic Tenant Managed Services Cabinet Rancho Cordova	\$ 1,432.00	30 Cabinets	\$ 42,960.00	\$ 515,520.00
F116	Power Exceeding 3.5 kW	\$ 98.00	30 kW/Month	\$ 2,940.00	\$ 35,280.00
N607	TMS-Foreign Cable Install	\$ 350.00	4 One-Time/Install	As needed	\$ 4,200.00
N747	1000 Mbps Foreign/TMS Basic Connectivity	\$ 2,050.00	2 Circuit	\$ 4,100.00	\$ 49,200.00
N118	Cloud Provider Dedicated Direct Connect up to 1000Mbps	\$ 2,940.00	1 Circuit	\$ 2,940.00	\$ 35,280.00
				<u>\$ 52,940.00</u>	<u>\$ 639,480.00</u>
Year 3					
F114	Basic Tenant Managed Services Cabinet Rancho Cordova	\$ 1,432.00	30 Cabinets	\$ 42,960.00	\$ 515,520.00
F116	Power Exceeding 3.5 kW	\$ 98.00	30 kW/Month	\$ 2,940.00	\$ 35,280.00
N607	TMS-Foreign Cable Install	\$ 350.00	4 One-Time/Install	As needed	\$ 4,200.00
N747	1000 Mbps Foreign/TMS Basic Connectivity	\$ 2,050.00	2 Circuit	\$ 4,100.00	\$ 49,200.00
N118	Cloud Provider Dedicated Direct Connect up to 1000Mbps	\$ 2,940.00	1 Circuit	\$ 2,940.00	\$ 35,280.00
				<u>\$ 52,940.00</u>	<u>\$ 639,480.00</u>
				Year 1 Total:	\$ 639,480.00
				Year 2 Total (plus 5%):	\$ 671,454.00
				Year 3 Total (plus 5%)	\$ 705,026.70
				3 Year Total:	<u><u>\$ 2,015,960.70</u></u>

GENERAL TERMS AND CONDITIONS

The Terms and Conditions listed below are hereby incorporated by reference and made a part of this agreement as if attached herein.

Department of Technology's Service Catalog General Terms and Conditions. These documents may be viewed at:
<https://cdt.ca.gov/services/wp-content/uploads/sites/2/sites/2/2017/03/General-Terms-Conditions.pdf>

General Provisions – Information Technology, GSPD401Non-IT, revised and effective 06/08/2010. The document can be viewed at: <https://www.documents.dgs.ca.gov/pd/modellang/GPnonIT060810.pdf>

CUSTOMER COMPLETION FORM**CALIFORNIA DEPARTMENT OF TECHNOLOGY:**

CONTRACT ADMINISTRATOR: PEA PROCESSING ANALYST IT PROCUREMENT & CONTRACT SERVICES BRANCH	CUSTOMER REPRESENTATIVE: CUSTOMER RELATIONS BRANCH
P.O. BOX 1810, MS Y-18 RANCHO CORDOVA, CA 95741-1810	P.O. BOX 1810 RANCHO CORDOVA, CA 95741-1810
PHONE: (916) 431-4063 FAX (916) 463-9914 EMAIL: iaaprocessinganalyst@state.ca.gov	PHONE: (916) 431-5454 FAX (916) 454-7273

CUSTOMER:

CONTRACT ANALYST: CCSF Dept. of Technology, Contracts Division Attn: Wilfred Dere	BILLING CONTACT: CCSF Dept. of Technology, Accounting Division Attn: Maria Soledad
ADDRESS: 1 South Van Ness Avenue, 2 nd Floor San Francisco, CA 94102	ADDRESS: 1 South Van Ness Avenue, 2 nd Floor San Francisco, CA 94102
PHONE: 628-652-5057 FAX EMAIL: wilfred.dere@sfgov.org	PHONE: 628-652-5075 FAX : EMAIL : maria.soledad@sfgov.org
CONTRACT ADMINISTRATOR CCSF Dept. of Technology, Contracts Division Attn: Hao Xie, Strategic Sourcing Manager	TECHNICAL CONTACT: CCSF Dept. of Technology, Director Attn: Matt Reeves
ADDRESS: 1 South Van Ness Avenue, 2 nd Floor San Francisco, CA 94102	ADDRESS: 1 South Van Ness Avenue, 2 nd Floor San Francisco, CA 94102
PHONE: 628-652-5166 FAX : EMAIL: hao.xie@sfgov.org	PHONE: 628-652-5193 FAX : EMAIL : matt.reeves@sfgov.org

PAYMENT TERMS

The Customer agrees to pay California Department of Technology (Department) monthly in arrears upon receipt from Department.

OPERATIONAL RECOVERY INQUIRY

The Department offers Operational Recovery Hot Site Services. Quotations for this service will be provided by the Department's Operational Recovery Coordinator and are based on agency individual requirements.

- A.** Does your agency plan to use this service during the term of this Agreement? Yes No
- B.** If yes, are funds included in this Agreement for these services? Yes No
- C.** If no, when will the Agreement be amended to add funds for these services? Date _____

In order to provide for the emergency restoration of the Customer's systems in the event of a disaster, the Customer must separately subscribe to the Operational Recovery Services offered by the Department. If the Customer has not subscribed to these Operational Recovery Services, the Customer's operations may not be restored for a significant length of time and the Department will not be responsible for the proper operation of the Customer's systems in the event of a disaster.

PUBLIC LIABILITY AND WORKERS COMPENSATION SELF-INSURANCE MEMORANDUM

Governor Gavin Newsom

7/1/19

**STATE OF CALIFORNIA
PUBLIC LIABILITY AND WORKERS' COMPENSATION INSURANCE
FISCAL YEAR JULY 1, 2019 / JUNE 30, 2020**

To Whom It May Concern:

In accordance with Government Code section 11007.4, the State of California has elected to be self-insured for liability exposures. Under this form of insurance, the State and its employees acting in the course and scope of their employment are insured for tort liability arising out of official State business. All claims against the State of California based on tort liability should be presented as a government claim to the Government Claims Program, P.O. Box 989052 MS 414, West Sacramento, CA 95798-9052. (Gov. Code section 900, et. seq.) Internet link: <http://www.dgs.ca.gov/orim/Programs/GovernmentClaims.aspx>.

The State of California has also elected to be insured for its motor vehicle liability exposures through the State Motor Vehicle Liability Self-Insurance Program (VELSIP). This program provides liability coverage arising out of the operations of motor vehicles used by state employees for official state business (California Vehicle Code Sections 17000 and 17001). Motor vehicle liability claims against the State of California should be presented to the Office of Risk and Insurance Management, P.O. Box 989052 MS-403, West Sacramento, CA 95798-9052, (800) 900-3634, claims@dgs.ca.gov. If your motor vehicle liability claim is not resolved within six months from the date of loss, California law requires you to file a formal claim with the Government Claims Program, P.O. Box 989052 MS 414, West Sacramento, CA 95798-9052. (Gov. Code section 900, et. seq.) Internet link: <http://www.dgs.ca.gov/orim/Programs/GovernmentClaims.aspx>.

The State of California has a Master Agreement with the State Compensation Insurance Fund regarding workers' compensation benefits for all state employees, as required by the Labor Code.

Sincerely,

A handwritten signature in black ink, appearing to read "Navdeep Mahi", is written over a light blue horizontal line.

Navdeep Mahi
Associate Risk Analyst
Insurance Services Unit
Phone: (916) 376-5305
Fax: (916) 376-5275
Navdeep.Mahi@dgs.ca.gov

To request updated letter of self-insurance, please submit to riskmanagement@dgs.ca.gov

Exhibit F Special Conditions

1.1 Notices

Except as otherwise specifically provided in this Agreement, any notice given under this Agreement shall be in writing and given by delivering the notice in person or by commercial courier, or by sending it by first-class mail, certified mail, return receipt requested, or Express Mail, return receipt requested, with postage prepaid, to:

(a) Contractor or Customer at address set forth in the Standard Agreement; or **(b)** such other address as either Contractor or Customer may designate as its new address for such purpose by notice given to the other in accordance with this Section. Any notice hereunder shall be deemed to have been given and received two (2) days after the date when it is mailed if sent by first-class, certified mail, one day after the date when it is mailed if sent by Express Mail, or upon the date personal delivery is made. For convenience of the parties, copies of notices may also be given by telefacsimile to the telefacsimile number set forth in the Standard Agreement or such other number as may be provided from time to time; however, neither party may give official or binding notice by facsimile.

1.2 No Implied Waiver

No failure by either party to insist upon the strict performance of any obligation of the other party under this Agreement or to exercise any right, power or remedy consequent upon a breach thereof shall constitute a waiver of any such breach or of such term, covenant or condition. No acceptance of full or partial monthly Agreement Fee or other sum payable hereunder by Contractor while Customer is in default hereunder shall constitute a waiver of such default by Contractor. No express written waiver of any default or the performance of any provision hereof shall affect any other default or performance, or cover any other period of time, other than the default, performance or period of time specified in such express waiver. One or more written waivers of a default or the performance of any provision hereof shall not be deemed to be a waiver of a subsequent default or performance. The consent of Contractor or Customer given in one instance under the terms of this Agreement shall not relieve the other party of any obligation to secure the consent to any other or future instance under the terms of the Agreement.

1.3 Approvals

Neither this Agreement nor any terms or provisions hereof may be changed, waived, discharged or terminated, except by a written instrument signed by the party against which the enforcement of the change, waiver, discharge or termination is sought. No waiver of any breach shall affect or alter this Agreement, but each and every term, covenant and condition of this Agreement shall continue in full force and effect with respect to any other then-existing or subsequent breach thereof.

Whenever this Agreement requires or permits the giving by Customer of its consent or approval, the Director of Property, or his or her designee, shall be authorized to provide such approval, except as otherwise provided by applicable law, including the Charter of the City and County of San Francisco. Any amendments or modifications to this Agreement, including, without limitation, amendments to or modifications to the exhibits to this Agreement, shall be subject to the mutual written agreement of

Customer and Contractor, and Customer's agreement may be made upon the sole approval of the Director of Property, or his or her designee; provided, however, material amendments or modifications to this Agreement **(a)** changing the legal description of the Agreement Space, **(b)** increasing the Term, **(c)** increasing the monthly Agreement Fee, **(d)** changing the general use of the Agreement Space from the use authorized under Exhibit A of this Agreement, and **(e)** any other amendment or modification which materially increases Customer's liabilities or financial obligations under this Agreement shall additionally require the approval of Customer's Board of Supervisors.

1.4 Authority

Contractor represents and warrants to Customer that the execution and delivery of this Agreement by Contractor has been duly authorized and does not violate any provision of any agreement, law or regulation to which Contractor or the Property is subject.

1.5 Interpretation of Agreement

The captions preceding the articles and sections of this Agreement have been inserted for convenience of reference only and such captions shall in no way define or limit the scope or intent of any provision of this Agreement. This Agreement has been negotiated at arm's length and between persons sophisticated and knowledgeable in the matters dealt with herein and shall be interpreted to achieve the intent and purposes of the parties, without any presumption against the party responsible for drafting any part of this Agreement. Except as otherwise specifically provided herein, wherever in this Agreement Contractor or Customer is required or requested to give its consent or approval to any matter or action by the other, such consent or approval shall not be unreasonably withheld or delayed. Provisions in this Agreement relating to number of days shall be calendar days, unless otherwise specified, provided that if the last day of any period to give notice, reply to a notice or to undertake any other action occurs on a Saturday, Sunday or a bank or Contractor or Customer holiday, then the last day for undertaking the action or giving or replying to the notice shall be the next succeeding business day. Use of the word "including" or similar words shall not be construed to limit any general term, statement or other matter in this Agreement, whether or not language of non-limitation, such as "without limitation" or similar words, are used.

1.6 Brokers

Neither party has had any contact or dealings regarding the leasing of the Agreement Space, or any communication in connection therewith, through any real estate broker or other person who could claim a right to a commission or finder's fee in connection with the Agreement contemplated herein, and Customer shall have no liability therefor. In the event that any other broker or finder perfects a claim for a commission or finder's fee based upon any such contact, dealings or communication, the party through whom the broker or finder makes his claim shall be responsible for such commission or fee and shall indemnify the other party from any and all claims incurred by the indemnified party in defending against the same. The provisions of this Section shall survive any termination of this Agreement.

1.7 Severability

If any provision of this Agreement or the application thereof to any person, entity or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such provision to persons, entities or circumstances

other than those as to which it is invalid or unenforceable, shall not be affected thereby, and each other provision of this Agreement shall be valid and be enforceable to the full extent permitted by law.

1.8 Governing Law

This Agreement shall be construed and enforced in accordance with the laws of the State of California.

1.9 Attorneys' Fees

In the event that either Contractor or Customer fails to perform any of its obligations under this Agreement or in the event a dispute arises concerning the meaning or interpretation of any provision of this Agreement, the defaulting party or the non-prevailing party in such dispute, as the case may be, shall pay the prevailing party reasonable attorneys' and experts' fees and costs, and all court costs and other costs of action incurred by the prevailing party in connection with the prosecution or defense of such action and enforcing or establishing its rights hereunder (whether or not such action is prosecuted to a judgment). For purposes of this Agreement, reasonable attorneys' fees of the Customer's Office of the City Attorney shall be based on the fees regularly charged by private attorneys with the equivalent number of years of experience in the subject matter area of the law for which the City Attorney's services were rendered who practice in the City of San Francisco in law firms with approximately the same number of attorneys as employed by the Office of the City Attorney. The term "attorneys' fees" shall also include, without limitation, all such fees incurred with respect to appeals, mediations, arbitrations, and bankruptcy proceedings, and whether or not any action is brought with respect to the matter for which such fees were incurred. The term "costs" shall mean the costs and expenses of counsel to the parties, which may include printing, duplicating and other expenses, air freight charges, hiring of experts, and fees billed for law clerks, paralegals, and others not admitted to the bar but performing services under the supervision of an attorney.

1.10 Cumulative Remedies

All rights and remedies of either party hereto set forth in this Agreement shall be cumulative, except as may otherwise be provided herein.

1.11 Time of Essence

Time is of the essence with respect to all provisions of this Agreement in which a definite time for performance is specified.

1.12 Survival of Indemnities

Termination of this Agreement shall not affect the right of either party to enforce any and all indemnities and representations and warranties given or made to the other party under this Agreement, nor shall it affect any provision of this Agreement that expressly states it shall survive termination hereof. Each party hereto specifically acknowledges and agrees that, with respect to each of the indemnities contained in this Agreement, if any, the indemnitor has an immediate and independent obligation to defend the indemnitees from any claim which actually or potentially falls within the indemnity provision even if such allegation is or may be groundless, fraudulent or false, which obligation arises at the time such claim is tendered to the indemnitor by the indemnitee and continues at all times thereafter.

1.13 Non-Liability of Customer Officials, Employees and Agents

Notwithstanding anything to the contrary in this Agreement, no elective or appointive board, commission, member, officer, employee or agent of Customer shall be personally liable to Contractor, its successors and assigns, in the event of any default or breach by Customer or for any amount which may become due to Contractor, its successors and assigns, or for any obligation of Customer under this Agreement.

1.14 MacBride Principles - Northern Ireland

The City and County of San Francisco urges companies doing business in Northern Ireland to move toward resolving employment inequities and encourages them to abide by the MacBride Principles as expressed in San Francisco Administrative Code Section 12F.1 et seq. The City and County of San Francisco also urges San Francisco companies to do business with corporations that abide by the MacBride Principles. Contractor acknowledges that it has read and understands the above statement of the City and County of San Francisco concerning doing business in Northern Ireland.

1.15 Controller's Certification of Funds

The terms of this Agreement shall be governed by and subject to the budgetary and fiscal provisions of the Customer's Charter. Notwithstanding anything to the contrary contained in this Agreement, there shall be no obligation for the payment or expenditure of money by Customer under this Agreement unless the Controller of the City and County of San Francisco first certifies, pursuant to Section 3.105 of the Customer's Charter, that there is a valid appropriation from which the expenditure may be made and that unencumbered funds are available from the appropriation to pay the expenditure. Without limiting the foregoing, if in any fiscal year of Customer after the fiscal year in which the Term of this Agreement commences, sufficient funds for the payment of Rent and any other payments required under this Agreement are not appropriated, then Customer may terminate this Agreement, without penalty, liability or expense of any kind to Contractor, as of the last date on which sufficient funds are appropriated. Customer shall use its reasonable efforts to give Contractor reasonable advance notice of such termination.

1.16 Non Discrimination in Contractor Contracts and Benefits Ordinance

(a) Covenant Not to Discriminate

In the performance of this Agreement, Contractor agrees not to discriminate against any employee of, any contracted employee working with Contractor, or applicant for employment with Contractor, or against any person seeking accommodations, advantages, facilities, privileges, services, or membership in all business, social, or other establishments or organizations, on the basis of the fact or perception of a person's race, color, creed, religion, national origin, ancestry, age, height, weight, sex, sexual orientation, gender identity, domestic partner status, marital status, disability or Acquired Immune Deficiency Syndrome or HIV status (AIDS/HIV status), or association with members of such protected classes, or in retaliation for opposition to discrimination against such classes.

(b) Subcontracts

Contractor shall include in all subcontracts relating to the Agreement Space a non-discrimination clause applicable to such subcontractor in substantially the form of subsection (a) above. In addition, Contractor shall incorporate by reference in all subcontracts the provisions of Sections 12B.2(a), 12B.2(c)-(k) and 12C.3 of the San Francisco Administrative Code and shall require all subcontractors to comply with such provisions. Contractor's failure to comply with the obligations in this subsection shall constitute a material breach of this Agreement.

(c) Non-Discrimination in Benefits

Contractor does not as of the date of this Agreement and will not during the term of this Agreement, in any of its operations in San Francisco, on real property owned by Contractor, or where the work is being performed for the Contractor or elsewhere within the United States, discriminate in the provision of bereavement leave, family medical leave, health benefits, membership or membership discounts, moving expenses, pension and retirement benefits or travel benefits, as well as any benefits other than the benefits specified above, between employees with domestic partners and employees with spouses, and/or between the domestic partners and spouses of such employees, where the domestic partnership has been registered with a governmental entity pursuant to state or local law authorizing such registration, subject to the conditions set forth in Section 12B.2(b) of the San Francisco Administrative Code.

(d) CMD Form

As a condition to this Agreement, Contractor shall execute the "Chapter 12B Declaration: Nondiscrimination in Contracts and Benefits" form (Form HRC-12B-101) with supporting documentation and secure the approval of the form by the San Francisco Contracts Monitoring Division (the "CMD"). Contractor hereby represents that prior to execution of the Agreement: **(a)** Contractor executed and submitted to the CMD Form CMD-12B-101 with supporting documentation, and **(b)** the CMD approved such form.

(e) Incorporation of Administrative Code Provisions by Reference

The provisions of Chapters 12B and 12C of the San Francisco Administrative Code relating to non-discrimination by parties contracting for services under this Agreement are incorporated in this Section by reference and made a part of this Agreement as though fully set forth herein. Contractor shall comply fully with and be bound by all of the provisions that apply to this Agreement under such Chapters of the Administrative Code, including but not limited to the remedies provided in such Chapters. Without limiting the foregoing, Contractor understands that pursuant to Section 12B.2(h) of the San Francisco Administrative Code, a penalty of Fifty Dollars (\$50) for each person for each calendar day during which such person was discriminated against in violation of the provisions of this Agreement may be assessed against Contractor and/or deducted from any payments due Contractor.

1.17 Tropical Hardwood and Virgin Redwood Ban

(a) Except as expressly permitted by the application of Sections 802(b) and 803(b) of the San Francisco Environment Code, neither Contractor nor any of its contractors shall provide any items to Customer in the construction of the Agreement Space or otherwise in the performance of this Agreement which are tropical

hardwood, tropical hardwood wood products, virgin redwood, or virgin redwood wood products.

(b) The City and County of San Francisco urges companies not to import, purchase, obtain or use for any purpose, any tropical hardwood, tropical hardwood wood product, virgin redwood, or virgin redwood wood products.

(c) In the event Contractor fails to comply in good faith with any of the provisions of Chapter 8 of the San Francisco Environment Code, Contractor shall be liable for liquidated damages for each violation in an amount equal to Contractor's net profit on the contract, or five percent (5%) of the total amount of the contract dollars, whichever is greatest. Contractor acknowledges and agrees that the liquidated damages assessed shall be payable to the City and County of San Francisco upon demand and may be set off against any monies due to Contractor from any contract with the City and County of San Francisco.

(d) Contractor may not purchase preservative-treated wood products containing arsenic in the performance of this Agreement unless an exemption from the requirements of Environment Code, Chapter 13 is obtained from the Department of Environment.

1.18 Resource-Efficient Buildings and Pilot Projects

Contractor acknowledges that the City and County of San Francisco has enacted San Francisco Environment Code Sections 700 to 713 relating to green building requirements for the design, construction and operation of City buildings. Contractor hereby agrees that it shall comply with all applicable provisions of such code sections.

1.19 Certification by Contractor

By executing this Agreement, Contractor certifies that neither Contractor nor any of its officers or members have been suspended, disciplined or disbarred by, or prohibited from contracting with, any federal, state or local governmental Customer. In the event Contractor or any of its officers or members have been so suspended, disbarred, disciplined or prohibited from contracting with any governmental Customer, it shall immediately notify the Customer of same and the reasons therefore together with any relevant facts or information requested by Customer. Any such suspension, disbarment, discipline or prohibition may result in the termination or suspension of this Agreement. Contractor acknowledges that this certification is a material term of this Agreement.

1.20 Sunshine Ordinance

In accordance with Section 67.24(e) of the San Francisco Administrative Code, contracts, contractors' bids, Agreements, licenses, responses to Requests for Proposals, and all other records of communications between Contractor and persons or firms seeking contracts will be open to inspection immediately after a contract has been awarded. Nothing in this provision requires the disclosure of a private person's or organization's net worth or other proprietary financial data submitted for qualification for a contract, Agreement, license or other benefit until and unless that person or organization is awarded the contract, Agreement, license or benefit. Information provided which is covered by this Section will be made available to the public upon request.

1.21 Conflicts of Interest

Through its execution of this Agreement, Contractor acknowledges that it is familiar with the provisions of Article III, Chapter 2 of City's Campaign and Governmental Conduct Code, and Section 87100 et seq. and Section 1090 et seq. of the Government Code of the State of California, and certifies that it does not know of any facts which would constitute a violation of said provisions, and agrees that if Contractor becomes aware of any such fact during the Term of this Agreement, Contractor shall immediately notify Customer.

1.22 Notification of Limitations on Contributions

Through its execution of this Agreement, Contractor acknowledges that it is familiar with Section 1.126 of the San Francisco Campaign and Governmental Conduct Code, which prohibits any person who contracts with the Customer from making any campaign contribution to for the selling or leasing of any land or building to or from the Customer whenever such transaction would require approval by an Customer elective officer or the board on which that elective officer serves, from making any campaign contribution to (1) an individual holding an Customer elective office if the contract must be approved by the individual, a board on which that individual serves, or a board on which an appointee of that individual serves, (2) a candidate for the office held by such individual, or (3) a committee controlled by such individual, at any time from the commencement of negotiations for the contract until the later of either the termination of negotiations for such contract or twelve months after the date the contract is approved. Contractor acknowledges that the foregoing restriction applies only if the contract or a combination or series of contracts approved by the same individual or board in a fiscal year have a total anticipated or actual value of \$100,000 or more. Contractor further acknowledges that the prohibition on contributions applies to each prospective party to the contract; each member of Contractor's board of directors, chairperson, chief executive officer, chief financial officer and chief operating officer; any person with an ownership interest of more than 10 percent in Contractor; any subcontractor listed in the contract; and any committee that is sponsored or controlled by Contractor, and (ii) within 30 days of the submission of a proposal for the contract, the City department seeking to enter into the contract must notify the Ethics Commission of the parties and any subcontractor to the contract. Additionally, Contractor certifies it has informed each of the persons described in the preceding sentence of the prohibitions contained in Section 1.126 by the time it submitted a proposal for the contract to the City, and has provided the names of the persons required to be informed to the City department seeking to enter into that contract within thirty (30) days of submitting its contract proposal to the City department receiving that submittal, and acknowledges the City department receiving that submittal was required to notify the Ethics Commission of those persons.

1.23 Cooperative Drafting

This Agreement has been drafted through a cooperative effort of both parties, and both parties have had an opportunity to have the Agreement reviewed and revised by legal counsel. No party shall be considered the drafter of this Agreement, and no presumption or rule that an ambiguity shall be construed against the party drafting the clause shall apply to the interpretation or enforcement of this Agreement.

1.24 Prevailing Wages

Contractor agrees to require its contractors and subcontractors performing labor in the construction of a "public work" as defined in California Labor Code Section 1720 et seq. to pay prevailing wages as required by state law.

City & County of San Francisco
London N. Brccd, Mayor



Office of the City Administrator
Carmen Chu, City Administrator
Andrico Q. Penick, Director of Real Estate

May 10, 2021

Through City Administrator Carmen Chu

Honorable Board of Supervisors
City and County of San Francisco
City Hall, Room 244
1 Carlton B. Goodlett Place
San Francisco, CA 94102

Subject: Renewal Lease - Standard Agreement for I.T. Goods/Services from the
California Department of Technology

Dear Board Members:

Attached for your consideration is a Resolution approving and authorizing the renewal of a lease, the Standard Agreement for I.T. Goods/Services Only ("Agreement") for the City's Department of Technology's disaster recovery services. Under the Agreement, the State of California, California Department of Technology, will continue to provide disaster recovery services to the City including the recovery and continuation of the City's information technology and communications infrastructure critical to the City's business functions after a natural or human-made disaster.

Background

On May 21, 2013, the Board of Supervisors approved, and Mayor Lee signed on May 31, 2013, Resolution No. 159-13, a new agreement between the City and the State of California Technology Agency, Office of Technology Services for disaster recovery services (back-up data) providing data center service outside of the City allowing for recovery capabilities of some of the City's critical information technology systems.

The initial Agreement provided for six dedicated data cabinets and communication services at the State's data facility at 3101 Gold Center Drive in Rancho Cordova, California. The Agreement provided an initial term of two years (July 1, 2013 – June 30, 2015) and two two-year options to renew. In 2015, the City extended the Agreement through June 30, 2018. At that time the California Department of Technology was the State "contractor" and the City opted for the services of up to 20 cabinets and associated power, installation and administration charges. In 2018, the City extended the Agreement through June 30, 2021. At that time, the City used 19 cabinets and renewed and expanded the services Agreement to up to 30 cabinets. The Department desires to renew again for another three years.

Terms

Term – Three Years July 1, 2021 – June 30, 2024

Monthly Rate - \$52,940 for up to 30 cabinets (lower if less cabinets used)
Includes power, cables, cabinets, connectivity, dedicated cloud provider

Annual Rate - \$639,480 for up to 30 cabinets

Total Maximum for Three Years - \$2,015,960.70

The Department of Technology and the Department of Real Estate recommend approval of the proposed Resolution. If you have any questions regarding the project or the license, please contact Glacier R. Ybanez of DT at 415.716-8419 (cell) or glacier.ybanez@sfgov.org or Claudia J. Gorham of Real Estate at 415.554.9871 or Claudia.gorham@sfgov.org.

Respectfully,



Andrico Q. Penick
Director of Property



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 #: 210530

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

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
Real Estate Division	415.554.9850
FULL DEPARTMENT NAME	DEPARTMENT CONTACT EMAIL
ADM Real Estate	realestateadmin@sfgov.org

5. CONTRACTOR	
NAME OF CONTRACTOR California Department of Technology	TELEPHONE NUMBER 916.431.3600
STREET ADDRESS (including City, State and Zip Code) P. O. Box 1810, Rancho Cordova, CA 95741	EMAIL Marisa.Duarte-Lott@state.ca.gov

6. CONTRACT		
DATE CONTRACT WAS APPROVED BY THE CITY ELECTIVE OFFICER(S)	ORIGINAL BID/RFP NUMBER	FILE NUMBER (If applicable) 210530
DESCRIPTION OF AMOUNT OF CONTRACT \$2,015,960		
NATURE OF THE CONTRACT (Please describe) Lease for space, equipment and services agreement at State DataCenter		

7. COMMENTS

8. CONTRACT APPROVAL	
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	Newsom, Governor	Gavin C.	Other Principal Officer
2	Weber, Sec.	Dr. Shirley N.	Other Principal Officer
3	Tong, Director (DT)	Amy	Other Principal Officer
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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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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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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>
---	---------------------------