

**File Number:** 221027  
(Provided by Clerk of Board of Supervisors)

**Grant Resolution Information Form**  
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

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

1. Grant Title: San Francisco Bay Area Rapid Transit District (BART) for Pit Stop Public Toilet Program

2. Department: Public Works

3. Contact Person: Darlene Frohm                                      Email: Darlene.Frohm@sfdpw.org

4. Grant Approval Status (check one):

Approved by funding agency                                       Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$250,000

6. a. Matching Funds Required: \$265,000

b. Source(s) of matching funds (if applicable): General Fund 10000, Account 538000, department code 207956)

7. a. Grant Source Agency: San Francisco Bay Area Rapid Transit District (BART)

b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary:

Operation of Pit Stop public toilets near three BART stations in San Francisco: the 16<sup>th</sup> Street Mission Station (on the northeast corner of 16<sup>th</sup> Street and Mission Street), the Powell BART Station, and 24<sup>th</sup> Street Mission BART Station.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2021                                      End-Date: June 30, 2022

10. a. Amount budgeted for contractual services: \$250,000

b. Will contractual services be put out to bid? This service has already been competitively solicited on 7/01/2021.

- c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? As this is a grant agreement for a non-profit entity, 14B requirements do not apply.
- d. Is this likely to be a one-time or ongoing request for contracting out? N/A

**11. a.** Does the budget include indirect costs?

Yes       No

- b. 1. If yes, how much?  
Indirect Costs are estimated to be \$32,609
- c. 2. How was the amount calculated?  
By applying the indirect cost rate (15%) approved in the executed grant agreement with Civic and Mission Neighborhood Centers.
- d. 3. If no, why are indirect costs not included?

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

- e. 4. If no indirect costs are included, what would have been the indirect costs?

**12.** Any other significant grant requirements or comments:

**\*\*Disability Access Checklist\*\* (Department must forward a copy of all completed Grant Information Forms to the Mayor’s Office of Disability)**

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

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s)       | <input type="checkbox"/> Rehabilitated Structure(s)       | <input type="checkbox"/> New Program(s) or Service(s)                 |
| <input type="checkbox"/> New Site(s)                 | <input type="checkbox"/> New Structure(s)                 |   |

14. The Departmental ADA Coordinator or the Mayor’s Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor’s Office on Disability Compliance Officers.

Conditions of approval are described in the comments section below:

Comments: Public Works IDC DAC Approval Conditions: Pit Stop toilet trailers must be located proximate to JCDecaux toilet facilities. JCDecaux toilet facilities will satisfy accessibility requirements of the Pit Stop toilet program within a cluster of single user toilet facilities, in accordance with the 2010 ADA Standards for Accessible Design, especially Section 213.2, Exception 3, and the California Building Code, especially Section 11B-213.2, Exception 3. JCDecaux toilets must be open and available to the public during the same or greater hours as the proximate Pit Stop toilet trailers. Signage is required at each Pit Stop toilet trailer that provides directional information to users with disabilities that the nearby JCDecaux toilet provides the accessible facility.

Departmental ADA Coordinator or Mayor’s Office of Disability Reviewer:

Kevin W. Jensen  
\_\_\_\_\_  
(Name)

Disability Access Coordinator  
\_\_\_\_\_  
(Title)

Date Reviewed: August 17, 2022 \_\_\_\_\_

  
\_\_\_\_\_  
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Carla Short  
\_\_\_\_\_  
(Name)

Interim Director, San Francisco Public Works  
\_\_\_\_\_  
(Title)

Date Reviewed: 8/18/2022 | 8:58:17 AM PDT \_\_\_\_\_

DocuSigned by:  
  
\_\_\_\_\_  
073CF73A4EA6488  
(Signature Required)