



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.**

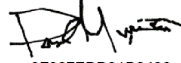
Article 5 Legal Effect

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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Status: Voided

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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Viewed: 7/29/2022 1:09:45 PM

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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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Accepted: 6/2/2020 4:03:29 PM

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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
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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
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent

Hashed/Encrypted

7/29/2022 12:45:40 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

Certificate Of Completion

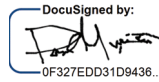
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Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	Lorena Marquez
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	25 Van Ness Ave, Ste 500
	San Francisco, CA 94102
	lorena.marquez@sfgov.org
	IP Address: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

Record Tracking

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8/2/2022 9:18:34 AM	lorena.marquez@sfgov.org	

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

Timestamp

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Electronic Record and Signature Disclosure:

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

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	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
 Using IP Address: 208.121.32.145

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	San Francisco, CA 94102
	caroline.xu@sfgov.org
	IP Address: 208.121.35.193


Record Tracking

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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

DocuSigned by:

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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)	
							\$4,525,944	

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.

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
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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			
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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			
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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>
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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. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER License # 0H81923 G2 Insurance Services, LLC 1277 Treat Blvd, Suite 400 Walnut Creek, CA 94597	CONTACT NAME: PHONE (A/C, No, Ext): (415) 426-6600	FAX (A/C, No): (415) 426-6601
	E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Scottsdale Insurance Company		41297
INSURER B : California State Compensation Insurance Fund		
INSURER C : Accelerant Specialty Insurance Company		16890
INSURER D : Navigators Insurance Company		42307
INSURER E :		
INSURER F :		

INSURED

San Francisco Pretrial Diversion Project
 236 8th Street, Ste E
 San Francisco, CA 94103

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. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Sexual Misconduct * <input checked="" type="checkbox"/> *\$250,000 Each Claim GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		OPS1586143	9/1/2022	9/1/2023	EACH OCCURRENCE \$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 5,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			OPS1586143	9/1/2022	9/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
							BODILY INJURY (Per person) \$ 1,000,000
							BODILY INJURY (Per accident) \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y / N <input type="checkbox"/> N / A			9292849-22	3/1/2022	3/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER \$ 1,000,000
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
C	Professional Liab D Directors & Officers			S0004PL00013500	7/14/2022	7/14/2023	Agg \$2M/Ea Claim 1,000,000
				NY21DOLV03527NV	9/13/2021	9/13/2022	Limit 1,000,000

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

City and County of San Francisco – San Francisco Sheriff's Department
 1 Dr. Carlton B. Goodlett Place
 City Hall Room 456
 San Francisco, CA 94102

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**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.