



Carla Short, Director | Director's Office

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NOTICE OF AMENDMENT

Date: June 28, 2024

Grantee: Hunters Point Family
150 Executive Park Blvd., #3500
San Francisco, CA 94134

Contract ID: 1000029167

Supplier ID: 0000018607


Grant Program: Pit Stop Workforce Development Grant

Amendment #4: Extend the grant by one (1) calendar month, increase the overall maximum grant amount by \$500,000, and incorporate July budget into Appendix B: Budget Schedule. July 2024 Budget includes Minimum Compensation Ordinance (MCO) and Cost of Doing Business (CODB) increases

Grant Amount: \$9,266,431.00

Grant Term: July 1, 2023 – July 31, 2024

Purchase Order No: 0000738131

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Alaric Degrafinried
Acting Director of Public Works

Ec: Warren Hill, Public Works
Darice Jones, Hunters Point Family

Attachments: Amendment #4 Agreement (executed)

**CITY AND COUNTY OF SAN FRANCISCO
SAN FRANCISCO PUBLIC WORKS**

FOURTH AMENDMENT TO GRANT AGREEMENT

BETWEEN

CITY AND COUNTY OF
SAN FRANCISCO

AND

HUNTERS POINT FAMILY

FOURTH AMENDMENT

This AMENDMENT of the JULY 1, 2023 Grant Agreement (the "Agreement") is dated as of JUNE 26, 2024 and is made in the City and County of San Francisco, State of California, by and between **HUNTERS POINT FAMILY ("Grantee") and the **City and County of San Francisco**, a municipal corporation ("City") acting by and through **SAN FRANCISCO PUBLIC WORKS** ("Department").**

RECITALS

WHEREAS, the Agreement was competitively procured as required through a request for proposals issued on March 27, 2023 through Sourcing Event ID: 0000007785 and this modification is consistent therewith; and

WHEREAS, Grantee has submitted to the Agency the Application Documents (as hereinafter defined) seeking a grant for the purpose of funding the matters set forth in the Grant Plan (as defined in the Agreement); and

WHEREAS, the City and Grantee desire to modify the Agreement based on the terms and conditions set forth herein to extend the grant by ONE CALENDAR MONTH, increase the overall budget by \$500,000*, and incorporate into Appendix B: Budget Schedule; and

WHEREAS, City and Grantee desire to execute this amendment to update the prior Agreement;

NOW, THEREFORE, City and Grantee agree to amend said Grant Agreement as follows:

1. Definitions. Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Grant Agreement.

(a) Specific Terms. The term "Agreement" shall mean the Agreement dated May 31, 2023 between Grantee and City, as amended by the:

First amendment dated July 18, 2023.

Second amendment dated September 5, 2023.

Third amendment dated December 20, 2023.

2. Modifications to the Agreement. The Grant Agreement is hereby modified as follows:

(a) **Section 3.2.** "Duration of Term" of the Grant Agreement currently reads as follows:

3.2 **Duration of Term.** The term of this Agreement shall commence on the Notice to Proceed date and expire TWELVE (12) months from that date, unless earlier terminated as otherwise provided herein. Grantee shall not begin performance of its obligations under this Agreement until it receives written notice from City to proceed.

*Such section is hereby amended to read as follows (changes in **bold**):*

3.2 **Duration of Term.** The term of this Agreement shall commence on the Notice to Proceed date and expire **July 31, 2024**, unless earlier terminated as otherwise provided herein. Grantee shall not begin performance of its obligations under this Agreement until it receives written notice from City to proceed.

(b) **Section 5.1.** Section 5.1 ("Maximum Amount of Grant Funds") of the Grant Agreement currently reads as follows:

5.1 **Maximum Amount of Grant Funds.** In no event shall the amount of Grant Funds disbursed hereunder exceed EIGHT MILLION SEVEN HUNDRED SIXTY-SIX THOUSAND FOUR HUNDRED THIRTY-ONE Dollars (\$8,766,431).

*Such section is hereby amended to read as follows (changes in **bold**):*

5.1 **Maximum Amount of Grant Funds.** In no event shall the amount of Grant Funds disbursed hereunder exceed NINE MILLION TWO HUNDRED SIXTY-SIX THOUSAND FOUR HUNDRED THIRTY-ONE Dollars (\$9,266,431).

(c) **Appendix B** Definition of Grant Plan shall be amended as follows:

Grant Plan. Appendix B Grant Agreement Budget Detail for period beginning July 1, 2024, through July 31, 2024 is hereby added to the Agreement and attached to this Amendment as Attachment 1.

3. Effective Date. Each of the modifications set forth in Section 2 shall be effective on and after the date of this Amendment.

4. Legal Effect. Except as expressly modified by this Amendment, all of the terms and conditions of the Grant Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to the Grant Agreement to be duly executed as of the date first specified herein.

CITY
SAN FRANCISCO PUBLIC WORKS

GRANTEE:
HUNTERS POINT FAMILY

Recommended by:

Recommended by:

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Carla Short 6/28/2024 | 2:53:50 PM PDT
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Darice Jones 6/27/2024 | 8:22:29 AM PDT
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for

Carla Short
Director of Public Works

Darice Jones
Executive Director
Federal Tax ID #: 94-3361252
City Supplier Number: 0000018607

DocuSigned by:
DiJaida Durden 6/28/2024 | 10:21:45 AM PDT
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DiJaida Durden
Deputy Director of Operations

Approved as to Form:

David Chiu
City Attorney

By: DocuSigned by:
Yadira Taylor 6/28/2024 | 2:17:00 PM PDT
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Yadira Taylor
Deputy City Attorney

Attachment 1

Pit Stop Workforce Development - Hunters Point Family
July 1, 2024 - July 31, 2024

Direct Program Personnel Costs				
Personnel Title of Position	# of Staff in the Position	Hourly Pay Rate	FTE % based on 40 hour week	Program Cost
Pit Stop Monitors	63	\$ 20.25	100%	\$ 214,326
Pit Stop Monitors Holiday Pay	63	\$ 30.38	100%	\$ 15,309
Pit Stop Monitors (Graveyard)	41	\$ 22.25	100%	\$ 151,389
Pit Stop Monitors Holiday Pay (Graveyard)	41	\$ 33.38	100%	\$ 10,814
Site Supervisors	5	\$ 28.84	100%	\$ 24,226
Site Supervisors Holiday Pay	5	\$ 43.26	100%	\$ 1,730
Site Supervisors (Graveyard)	3	\$ 30.90	100%	\$ 15,574
Site Supervisors Holiday Pay (Graveyard)	3	\$ 46.35	100%	\$ 1,112
Lead Supervisors	3	\$ 36.05	100%	\$ 18,169
Lead Supervisors Holiday Pay	3	\$ 54.08	100%	\$ 1,298
Program Director	1	\$ 49.17	100%	\$ 7,867
Operations Director	1	\$ 43.91	100%	\$ 7,026
Executive Director	1	\$ 86.66	5%	\$ -
Chief Program Officer	1	\$ 61.80	20%	\$ -
Chief Financial Officer	1	\$ 69.71	10%	\$ 105
Human Resources Manager	1	\$ 50.17	15%	\$ -
Program Assistant	1	\$ 29.87	100%	\$ 4,779
Subtotal Personnel			1350%	\$ 473,723
			% of Personnel Costs	
Fringe Benefits			40%	\$ 187,736
Direct Program Personnel Total				\$ 661,460

Non-Personnel Program Costs	
Professional Development & Training	
Program Materials & Supplies	\$ 50
Equipment	
Uniforms	\$ -
Facilities & Occupancy	\$ -
Transportation & Travel	
Insurance	
Human Resources	
Stipends and Participant Incentives	
Non-Personnel Program Costs Total	\$ 50
TOTAL DIRECT COSTS	\$ 661,510

Indirect Costs		% of Direct Costs	
Administrative and Overhead	63.34% of the agency indirect cost pool.	15%	\$ 99,226
JULY 2024 REQUEST			\$ 760,736.00
Carry forward savings from FY23-24			\$ (260,736.00)
TOTAL REQUEST			\$ 500,000.00