

BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco 94102-4689
Tel. No. (415) 554-5184
Fax No. (415) 554-5163
TDD/TTY No. (415) 554-5227

MEMORANDUM

TO: Sailaja Kurella, Director and Purchaser, Office of Contract
Administration Paul Miyamoto, Sheriff, Sheriff's Dept.
William Scott, Police Chief, Police Dept.
Katherine Miller, Chief Probation Officer, Juvenile Probation
Dept. Brooke Jenkins, District Attorney, Office of the District
Attorney Ivar C. Satero, Airport Director, Airport Dept.
Trent Rhorer, Executive Director, Human Services Agency

FROM: Victor Young, Assistant Clerk

A handwritten signature in black ink that reads "Victor Young".

DATE: October 28, 2024

SUBJECT: LEGISLATION INTRODUCED

The Board of Supervisors' Rules Committee received the following proposed Ordinance:

File No. 241039

Ordinance amending the Administrative Code to set an end date of June 24, 2025, to the time period within which, without complying with the firearms and ammunition procurement requirements of Administrative Code, Section 21H.4, the City may purchase firearms and ammunition from a supplier from whom it had, within the 24 months prior to June 24, 2024, purchased such goods.

If you have comments or reports to be included with the file, please forward them to Victor Young at the Board of Supervisors, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102 or by email at: victor.young@sfgov.org.

c: Taraneh Moayed, Office of Contract Administration
Katherine Johnson, Sheriff's Dept.
Tara Moriaty, Sheriff's Dept.
Rich Jue, Sheriff's Dept.
Christian Kropff, Sheriff's Dept.
Lisa Ortiz, Police Dept.
Lili Gamero, Police Dept.
Rima Malouf, Police Dept.
Diana Oliva-Aroche, Police Dept.
Sheryl Cowan, Juvenile Probation Department

Ana Gonzalez, Office of the District Attorney
Eugene Cledinen, Office of the District Attorney
Lily Rapson, Office of the District Attorney
Monifa Willis, Office of the District Attorney
Cathy Widener, Airport Dept.
Elizabeth LaBarre, Human Services Agency
Susie Smith, Human Services Agency



City and County of San Francisco

Master Report

City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102-4689

File Number: 241039	File Type: Ordinance	Status: 30 Day Rule
Enacted:	Effective:	
Version: 1	In Control: Rules Committee	
File Name: Administrative Code - Firearms and Ammunition Procurement Policy	Date Introduced: 10/22/2024	
Requester:	Cost:	Final Action:
Comment:	Title: Ordinance amending the Administrative Code to set an end date of June 24, 2025, to the time period within which, without complying with the firearms and ammunition procurement requirements of Administrative Code, Section 21H.4, the City may purchase firearms and ammunition from a supplier from whom it had, within the 24 months prior to June 24, 2024, purchased such goods.	
Sponsor: Stefani		

History of Legislative File 241039

Ver	Acting Body	Date	Action	Sent To	Due Date	Result
1	President	10/22/2024	ASSIGNED UNDER 30 DAY RULE	Rules Committee	11/21/2024	

[Administrative Code - Firearms and Ammunition Procurement Policy]

Ordinance amending the Administrative Code to set an end date of June 24, 2025, to the time period within which, without complying with the firearms and ammunition procurement requirements of Administrative Code, Section 21H.4, the City may purchase firearms and ammunition from a supplier from whom it had, within the 24 months prior to June 24, 2024, purchased such goods.

NOTE: **Unchanged Code text and uncodified text** are in plain Arial font.
Additions to Codes are in *single-underline italics Times New Roman font*.
Deletions to Codes are in ~~*strikethrough italics Times New Roman font*~~.
Board amendment additions are in double-underlined Arial font.
Board amendment deletions are in ~~strikethrough Arial font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Chapter 21H of the Administrative Code is hereby amended by revising Section 21H.6, to read as follows. Section 21H.4 is reproduced below solely for informational purposes.

SEC. 21H.4. MINIMUM QUALIFICATIONS.

In order for a Supplier to be awarded a contract, the Purchaser must determine that the Supplier meets the following minimum qualification requirements:

(a) Compliance with all federal, state, and local laws and regulations applicable to retail dealers and manufacturers of firearms and ammunition; possession of valid federal, state and local firearms licenses, permits, and certifications required by all applicable jurisdictions in order to deal in firearms, including but not limited to, for California Suppliers,

valid State Board of Equalization seller's permit(s) and a Certificate of Eligibility pursuant to Section 26710 of the California Penal Code.

(b) Public safety policies that serve the following purposes:

(1) Prevention, detection, and screening for the transfer of firearms or ammunition to straw buyers or firearm traffickers.

(2) Prevention of sales to prohibited individuals and persons too dangerous to possess firearms.

(3) Protection against the theft of firearms and ammunition.

(4) Employee training designed to ensure maximum compliance with the law.

(5) Assistance to law enforcement in the investigation and prevention of criminal access to guns.

(c) No unresolved ATF violations within the last five years;

(d) An average of no more than five trace requests from the ATF per year over the prior five years; and

(e) Five or fewer thefts of firearms and/or ammunition from its facilities over the prior five years.

SEC. 21H.6. EXCEPTIONS.

The requirements of Section 21H.4 shall not apply in the following circumstances:

(a) The City is procuring firearms or ammunition under Administrative Code Section 21.15.

(b) Through June 24, 2025, the City is procuring ~~the City is procuring~~ may purchase firearms or ammunition from a Supplier from whom it previously ~~procured~~ purchased such goods within the 24 months prior to June 24, 2024 ~~the effective date of the ordinance establishing this Chapter 21H, in Board File No. 240175~~

1 Section 2. Effective Date. This ordinance shall become effective 30 days after
2 enactment. Enactment occurs when the Mayor signs the ordinance, the Mayor returns the
3 ordinance unsigned or does not sign the ordinance within ten days of receiving it, or the Board
4 of Supervisors overrides the Mayor's veto of the ordinance.

5
6 Section 3. Scope of Ordinance. In enacting this ordinance, the Board of Supervisors
7 intends to amend only those words, phrases, paragraphs, subsections, sections, articles,
8 numbers, punctuation marks, charts, diagrams, or any other constituent parts of the Municipal
9 Code that are explicitly shown in this ordinance as additions, deletions, Board amendment
10 additions, and Board amendment deletions in accordance with the "Note" that appears under
11 the official title of the ordinance.

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13
14 APPROVED AS TO FORM:
15 DAVID CHIU, City Attorney

16 By: /s/ Victoria Wong
17 VICTORIA WONG
Deputy City Attorney

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LEGISLATIVE DIGEST

[Administrative Code - Firearms and Ammunition Procurement Policy]

Ordinance amending the Administrative Code to set an end date of June 24, 2025, to the time period within which, without complying with the firearms and ammunition procurement requirements of Administrative Code, Section 21H.4, the City may purchase firearms and ammunition from a supplier from whom it had, within the 24 months prior to June 24, 2024, purchased such goods.

Existing Law

Administrative Code Section 21H.4 sets forth minimum qualifications for suppliers to the City of firearms and ammunition. Section 21H.6(b) exempts from the requirements of 21H.4 purchases of firearms and ammunition from suppliers from whom the City purchased such goods within the 24 months prior to the effective date of Administrative Code Chapter 21H, which is June 24, 2024.

Amendments to Current Law

This ordinance would amend Section 21H.6(b) to limit the time period within which that exception applies, such that the exception would cease to apply after June 24, 2025.

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Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- ☒ 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- ☐ 2. Request for next printed agenda Without Reference to Committee.
- ☐ 3. Request for hearing on a subject matter at Committee.
- ☐ 4. Request for letter beginning : "Supervisor inquiries"
- ☐ 5. City Attorney Request.
- ☐ 6. Call File No. from Committee.
- ☐ 7. Budget Analyst request (attached written motion).
- ☐ 8. Substitute Legislation File No.
- ☐ 9. Reactivate File No.
- ☐ 10. Topic submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- ☐ Small Business Commission ☐ Youth Commission ☐ Ethics Commission
- ☐ Planning Commission ☐ Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Stefani

Subject:

Administrative Code - Firearms and Ammunition Procurement Policy

The text is listed:

Ordinance amending the Administrative Code to set an end date of June 24, 2025 to the time period within which, without complying with the firearms and ammunition procurement requirements of Administrative Code Section 21H.4, the City may purchase firearms and ammunition from a supplier from whom it had, within the 24 months prior to June 24, 2024, purchased such goods.

Signature of Sponsoring Supervisor: /s/ Catherine Stefani

For Clerk's Use Only

From: [Donovan, Dominica \(BOS\)](#)
To: [BOS Legislation, \(BOS\)](#)
Cc: [Stefani, Catherine \(BOS\)](#); [RUSSI, BRAD \(CAT\)](#); [WONG, VICTORIA \(CAT\)](#)
Subject: SCS ORD for Introduction - Firearms Procurement
Date: Tuesday, October 22, 2024 1:55:06 PM
Attachments: [01794020.DOCX](#)
[01794218.DOCX](#)
[SCS Introduction Form - Ordinance - Firearms and Ammunition Procurement Policy - 102024.pdf](#)

Dear Clerk Staff:

Please see the attached ordinance and digest for introduction today.

Including DCA Wong for confirmation for the use of her signature.

Thanks!

Dominica Donovan | Chief of Staff
Office of Supervisor Catherine Stefani
San Francisco Board of Supervisors, District 2
City Hall, Room 273
(415) 554-7752

www.sfbos.org/Stefani
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From: [Wong, Victoria \(CAT\)](#)
To: [Donovan, Dominica \(BOS\)](#); [BOS Legislation, \(BOS\)](#)
Cc: [Stefani, Catherine \(BOS\)](#); [RUSSI, BRAD \(CAT\)](#)
Subject: RE: SCS ORD for Introduction - Firearms Procurement
Date: Tuesday, October 22, 2024 2:00:12 PM

Approved as to form, thank you.

PRIVILEGED AND CONFIDENTIAL
ATTORNEY CLIENT COMMUNICATION
ATTORNEY WORK PRODUCT

Victoria Wong (she/her)
Deputy City Attorney
Office of City Attorney David Chiu
(415) 554-4721 Direct
www.sfcityattorney.org
Find us on: [Facebook](#) [Twitter](#) [Instagram](#)

*Please note: I am primarily working remotely. The most efficient way to reach me is by email.

From: Donovan, Dominica (BOS) <dominica.donovan@sfgov.org>
Sent: Tuesday, October 22, 2024 1:55 PM
To: BOS Legislation, (BOS) <bos.legislation@sfgov.org>
Cc: Stefani, Catherine (BOS) <catherine.stefani@sfgov.org>; Russi, Brad (CAT) <Brad.Russi@sfcityatty.org>; Wong, Victoria (CAT) <Victoria.Wong@sfcityatty.org>
Subject: SCS ORD for Introduction - Firearms Procurement

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Dominica Donovan | Chief of Staff
Office of Supervisor Catherine Stefani
San Francisco Board of Supervisors, District 2
City Hall, Room 273
(415) 554-7752

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[Administrative Code - Firearms and Ammunition Procurement Policy]

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APPROVED AS TO FORM:
DAVID CHIU, City Attorney

By: /s/ Victoria Wong
VICTORIA WONG
Deputy City Attorney

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