

File No. 140011

Committee Item No. 3

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Sub-Committee

Date July 23, 2014

Board of Supervisors Meeting

Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong

Date July 18, 2014

Completed by: Linda Wong

Date _____

1 [Accept and Expend Grant - McLaren Bike Park Project, Phase 1 - \$249,835]

2
3 **Resolution authorizing the Recreation and Park Department to accept and expend a**
4 **grant of \$249,835 from the California Department of Parks and Recreation's Land and**
5 **Water Conservation Fund to support the development of Phase 1 of the McLaren Bike**
6 **Park Project.**

7
8 WHEREAS, The City and County of San Francisco owns the property located in
9 southeastern San Francisco consisting of Assessor's Parcel Block 6003, Lot 034, Block 6096,
10 Lot 001, Block 6189, Lot 034, Block 6190, Lot 066, and Block 6220, Lot 002, together known
11 as McLaren Park ("the Property"); and

12 WHEREAS, The City, acting through the San Francisco Recreation and Park
13 Department (RPD), operates and maintains the Property; and

14 WHEREAS, The National Park Service provides funding to states under the Land and
15 Water Conservation Fund (LWCF) program for statewide planning, acquisition and
16 development of outdoor recreation areas and facilities; and

17 WHEREAS, The California Department of Parks and Recreation (CDPR) administers
18 the LWCF program in California, which provides grant funds to local entities to acquire,
19 enhance, restore or develop facilities for public recreation purposes; and

20 WHEREAS, RPD proposes to build new multi-use bike trails for beginning and
21 intermediate riders and install amenities such as picnic areas and signage at the southern
22 entrance to McLaren Park as Phase 1 of the McLaren Bike Park Project; and

23 WHEREAS, The McLaren Bike Park Project site is adjacent to the Sunnydale Housing
24 Project, which is the largest public housing facility in San Francisco and has high incidents of
25 crime; and,

1 WHEREAS, Access to safe places to play is a vital component of vibrant communities
2 and healthy, active lifestyles; and

3 WHEREAS, The presence of rundown parks in urban neighborhoods can invite
4 vandalism and crime, putting children and families at increased risk of harm; and

5 WHEREAS, By replacing the trash and asphalt currently occupying the site with the
6 McLaren Bike Park, RPD and its partners will create a vibrant community recreation facility
7 that is welcoming to youth and families; and

8 WHEREAS, CDPR has awarded RPD an LWCF grant in the amount of \$249,835 for
9 Phase 1 of the McLaren Bike Park Project; and

10 WHEREAS, Per Section 6(f)(3) of the Land and Water Conservation Fund Act,
11 property developed under the LWCF program may not, without the approval of CDPR, the
12 National Park Service and/or the Secretary of the Interior, be converted to other than public
13 outdoor recreation use but shall be maintained in public outdoor recreation in perpetuity; and

14 WHEREAS, The Property is already subject to Section 6(f)(3) restrictions due to grants
15 previously awarded to RPD; and

16 WHEREAS, The Grant does not require an Annual Salary Ordinance (ASO)
17 Amendment; and

18 WHEREAS, RPD proposes to maximize use of available Grant funds on project
19 expenditures by not including indirect costs in the grant budget; now, therefore, be it

20 RESOLVED, That the Board of Supervisors authorizes the Recreation and Park
21 Department General Manager to accept and expend the grant of \$249,835 from the California
22 Department of Parks and Recreation's LWCF to fund Phase 1 of the McLaren Bike Park
23 Project; and be it

24 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
25 indirect costs in the grant budget; and be it

1 FURTHER RESOLVED, That within thirty (30) days of the Grant Agreement being fully
2 executed by all parties, RPD shall provide the final Grant Agreement to the Clerk of the Board
3 for inclusion into the official file; and, be it

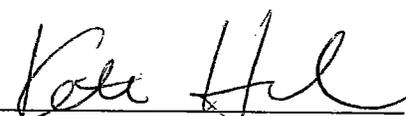
4 FURTHER RESOLVED, That the Board of Supervisors authorizes the General
5 Manager, or his or her designee, to conduct all negotiations, execute and submit all
6 documents, including, but not limited to applications, agreements, amendments, payment
7 requests and so on, which may be necessary to accept and expend the grant funds for the
8 completion of the project.

9
10 Recommended:

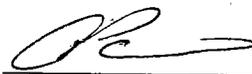
11
12 
13 _____

14 General Manager, Recreation and Park Department

15
16 Approved:

17
18 
19 _____

20 For Mayor

21 
22 _____

23 For Controller



Edwin M. Lee, Mayor
Philip A. Ginsburg, General Manager

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Daliah Khoury, Assistant Director of Development
DATE: September 17, 2013
SUBJECT: Accept and Expend Resolution for Subject Grant
GRANT TITLE: McLaren Bike Park, Phase 1

Attached please find the original and 4 copies of each of the following:

- Proposed grant resolution; original signed by Department, Controller
- Grant information form, including disability checklist
- Grant budget
- Grant award letter from funding agency
- Other (Explain):

Special Timeline Requirements: n/a

Departmental representative to receive a copy of the adopted resolution:

Name: Daliah Khoury Phone: 415/831-6897

Interoffice Mail Address: RPD, McLaren Lodge, 501 Stanyan Street

Certified copy required Yes No X

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).

File Number: _____
(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: McLaren Bike Park, Phase 1
2. Department: Recreation and Park Department
3. Contact Person: Daliah Khoury Telephone: (415) 831-6897
4. Grant Approval Status (check one):
 Approved by funding agency Not yet approved
5. Amount of Grant Funding Approved or Applied for: \$249,835
- 6a. Matching Funds Required: \$249,835
- b. Source(s) of matching funds (if applicable): Community Opportunity Fund
- 7a. Grant Source Agency: California Department of Parks and Recreation's Land and Water Conservation Fund
- b. Grant Pass-Through Agency (if applicable):
8. Proposed Grant Project Summary: To support the development of the McLaren Bike Park, Phase 1.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:
Start-Date: End-Date:
- 10a. Amount budgeted for contractual services: \$0
- b. Will contractual services be put out to bid?
- c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?
- d. Is this likely to be a one-time or ongoing request for contracting out?
- 11a. Does the budget include indirect costs? Yes No
- b1. If yes, how much? \$
- b2. How was the amount calculated?
- c1. 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):
- c2. If no indirect costs are included, what would have been the indirect costs? \$12,492

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

If such access would be technically infeasible, this is described in the comments section below:

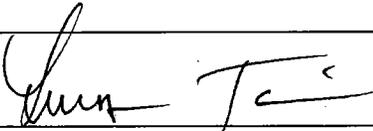
Comments:

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

Lucas Tobin
(Name)

ADA Coordinator for Programmatic Access
(Title)

Date Reviewed: 9/26/13

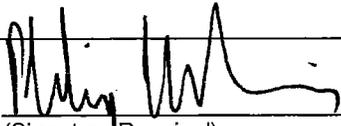

(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Phil Ginsburg
(Name)

General Manager
(Title)

Date Reviewed: 9-18-13


(Signature Required)



Edwin M. Lee, Mayor
Philip A. Ginsburg, General Manager

Land and Water Conservation Fund
McLaren Bike Park, Phase 1
Grant Budget

Line Item	LWCF Grant	Required Match – Community Opportunity Fund	Total
Picnicking in picnic areas	\$40,125	\$40,125	\$80,250
Bicycling on unpaved surfaces	\$207,890	\$207,890	\$415,780
Engineering/Architectural Fees	\$1,820	\$1,820	\$3,640
Total:	\$249,835	\$249,835	\$499,670



DEPARTMENT OF PARKS AND RECREATION
P.O. Box 942896 • Sacramento, CA 94296-0001
(916) 653-7423

Major General Anthony L. Jackson, USMC (Ret), Director

July 3, 2013

Daliah Khoury
Assistant Deputy Director of Development
City & County of San Francisco RPD
McLaren Lodge
501 Stanyan Street
San Francisco, CA 94117

Re: LW-38-013 McLaren Bike Park, Phase I \$249,835

Dear Daliah Khoury:

The Office of Grants and Local Services (OGALS) is pleased to inform you that the above project has been recommended for funding to the National Park Service (NPS) under the Land and Water Conservation Fund Program (LWCF). As a grant recipient under the program, your agency must comply with additional state and federal requirements to obtain a grant contract.

Specifically, you or another representative from your agency must participate in a mandatory technical assistance meeting in summer 2013 to learn more about the LWCF federal application and contract requirements, as well as grant administration processes. More information about these meetings will be forthcoming.

In addition to attendance at one of the technical assistance meetings, your agency must complete the following items, as listed on page 10 of the LWCF May 27, 2010 Draft Application Guide, before OGALS can transfer the project application to NPS for funding approval:

- A. Compliance with National Historic Preservation Act, Memorandum of Understanding, 36 CFR Part 800 (page 79),
- B. Certification of Compliance - Relocation Act (PL 91-646) (Development only) (page 83),
- C. Certification Regarding Debarment, Suspension, and Other Responsibility Matters; Drug-free Workplace Requirements and Lobbying (DI-2010 June 1995) (page 85), and
- D. Civil Rights Assurances, Department of Interior 1350 (page 89).

These items are due to OGALS within 60 days receipt of this letter. Once OGALS receives these items, OGALS will forward the application to NPS for its review and

funding consideration. If NPS authorizes LWCF funding for the project, your agency must complete the following items prior to commencing any project work:

- A. Section 106 Compliance (page 17). Please use the LWCF link at www.parks.ca.gov/grants for updated guidance about completing the Section 106 requirements. *OGALS recommends that your agency complete this requirement promptly to avoid project or grant payment delays.*
- B. Memorandum of Unrecorded Grant Agreement (page 19). For acquisition projects, this item is not required until after the grant contract is signed and after your agency completes the acquisition.
- C. UASFLA Appraisal with independent review (for Acquisition only) (page 18).
- D. Land Tenure Verification (page 17).

Typically, NPS makes funding decisions or requests additional information within two months from the date OGALS forwards the application to NPS.

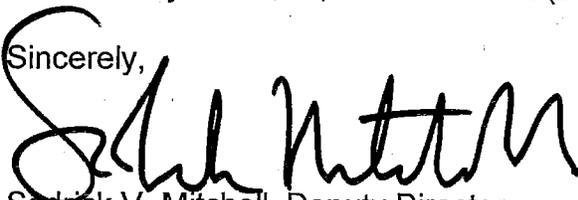
As a reminder, project construction or other costs are not eligible for reimbursement until after the following occurs:

- 1) NPS approves the funding agreement,
- 2) OGALS and your agency's representative signs the grant contract, and
- 3) Section 106 is completed.

Therefore, OGALS advises that your agency not begin construction or expect a reimbursement until the requirements listed above are met.

Congratulations on your grant award recommendation! If you have questions, please contact Project Officer, Natalie Bee at (916) 651-0564 or Natalie.Bee@parks.ca.gov.

Sincerely,



Sedrick V. Mitchell, Deputy Director
External Affairs

Enclosure

Part II

State of California - The Resources Agency
Department of Parks and Recreation
Sample Grant Contract
Land and Water Conservation Fund

GRANTEE _____

PROJECT TITLE _____ PROJECT NUMBER _____

PROJECT PERFORMANCE PERIOD is from _____

Under the terms and conditions of this agreement, the Applicant agrees to complete the Project as described in the Project description, and the State of California, acting through its Liaison Officer pursuant to the program named above, agrees to fund the Project up to the total grant amount indicated.

PROJECT DESCRIPTION:

Total State Grant not to exceed _____ (or 50% of the total Project, whichever is less. The federally approved surcharge will be deducted at the time of billing.)

Rate of Reimbursement _____ %

 Grantee

The General Provisions attached are made a part of and incorporated into the Contract.

By _____
 Typed or printed name of Authorized Representative

STATE OF CALIFORNIA
 DEPARTMENT OF PARKS AND RECREATION

 Signature of Authorized Representative

Title _____

By _____

Date _____

Date _____

CERTIFICATION OF FUNDING

AMOUNT OF ESTIMATE	CONTRACT NUMBER	PROJECT NO.		FUND
ADJ. INCREASING ENCUMBRANCE	APPROPRIATION			Land and Water Conservation Fund
ADJ. DECREASING ENCUMBRANCE	CALSTARS VENDOR NO.			
UNENCUMBERED BALANCE	LINE ITEM ALLOTMENT	CHAPTER	STATUTE	FISCAL YEAR
T. B. A. NO.	B. R. NO.	INDEX	OBJ. EXPEND	PCA
				PROJECT/WORK PHASE
I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance.				
SIGNATURE OF ACCOUNTING OFFICER			DATE	

Introduction Form

By a Member of the Board of Supervisors or the 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 [] inquires"
- 5. City Attorney request.
- 6. Call File No. [] from Committee.
- 7. Budget Analyst request (attach written motion).
- 8. Substitute Legislation File No. []
- 9. Request for Closed Session (attach written motion).
- 10. Board to Sit as A Committee of the Whole.
- 11. Question(s) 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 a Imperative

Sponsor(s):

John Avalos

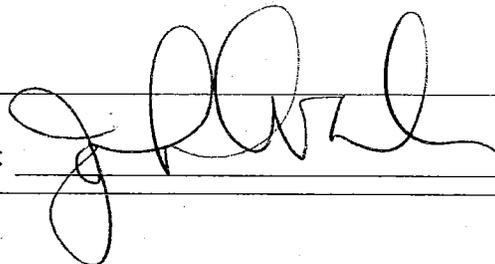
Subject:

Accept and Expend Grand - McLaren Bike Park Project. Phase 1 - \$249,835

The text is listed below or attached:

Resolution authorizing the Recreation and Park Department to accept and expend a grant of \$249,835 from the California Department of Parks and Recreation's Land and Water Conservation Fund to support the development of Phase 1 of the McLaren Bike Project

Signature of Sponsoring Supervisor:



For Clerk's Use Only:

140011 ✓