

File No. 150161

Committee Item No. 6

Board Item No. \_\_\_\_\_

# COMMITTEE/BOARD OF SUPERVISORS

## AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date March 4, 2015

Board of Supervisors Meeting

Date \_\_\_\_\_

### Cmte Board

- |                                     |                          |  |
|-------------------------------------|--------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/> | Motion                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Resolution                                   |
| <input type="checkbox"/>            | <input type="checkbox"/> | Ordinance                                    |
| <input type="checkbox"/>            | <input type="checkbox"/> | Legislative Digest                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Budget and Legislative Analyst Report        |
| <input type="checkbox"/>            | <input type="checkbox"/> | Youth Commission Report                      |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Introduction Form                            |
| <input type="checkbox"/>            | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/> | MOU  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Subcontract Budget                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Contract/Agreement                           |
| <input type="checkbox"/>            | <input type="checkbox"/> | Form 126 – Ethics Commission                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Award Letter                                 |
| <input type="checkbox"/>            | <input type="checkbox"/> | Application                                  |
| <input type="checkbox"/>            | <input type="checkbox"/> | Public Correspondence                        |

### OTHER

(Use back side if additional space is needed)

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Completed by: Linda Wong Date February 27, 2015

Completed by: \_\_\_\_\_ Date \_\_\_\_\_

1 [Accept and Expend Grant - Association of Bay Area Governments - \$371,258]

2  
3 **Resolution retroactively authorizing the Department of the Environment to accept and**  
4 **expend grant funds from the Association of Bay Area Governments in the amount of**  
5 **\$371,258 for 2015 to perform various activities as part of a Bay Area Regional Energy**  
6 **Network Program, an Energy Efficiency Program, for the term of January 1, 2015,**  
7 **through December 31, 2015.**

8  
9 WHEREAS, The City and County of San Francisco (City) is a member of the  
10 Association of Bay Area Governments (ABAG); and

11 WHEREAS, ABAG was awarded up to \$26,500,000 by decision of the California Public  
12 Utilities Commission (CPUC) in Decision 12-11-015 to operate the Bay Area Regional Energy  
13 Network program (BayREN) in all of its member counties for the calendar years of 2013 and  
14 2014; and

15 WHEREAS, The CPUC recognized that this structure can provide greater opportunity  
16 for the participating counties to develop more innovative programs that better serve the  
17 ratepayers; and

18 WHEREAS, The CPUC stated in Decision 14-10-046 in "Conclusions of Law"  
19 That "For the RENs, it is reasonable to authorize use of a "Maximum Contract Amount" for  
20 each year through 2025 at 2015 funding levels, unless and until we change"; and

21 WHEREAS, For 2015, ABAG will continue receiving the ratepayer funds of  
22 \$12,837,000 through a contract with PG&E where PG&E is acting only as a fiscal manager  
23 and the CPUC provides oversight of the program content; and

1           WHEREAS, BayREN will continue programs to provide technical assistance and  
2 financing in the residential sector and education and training for construction contractors and  
3 building code officials; and

4           WHEREAS, The Board of Supervisors adopted goals for reductions in greenhouse gas  
5 emissions; and

6           WHEREAS, The Department of the Environment continues to play a key role in the  
7 development of the concepts and plans for all the elements of the BayREN program; and

8           WHEREAS, The Department of Environment is already performing energy efficiency  
9 programs for greenhouse gas reductions providing assistance in the residential sector and  
10 creating local jobs; and

11           WHEREAS, The Department of the Environment has built upon its experience with  
12 building codes to play the lead role in the development of the Codes and Standards  
13 component of the BayREN; and

14           WHEREAS, A successful BayREN program in 2013-2014 has led to continued funding  
15 in future years; and

16           WHEREAS, The term of this grant is from January 1, 2015, to December 31, 2015; and

17           WHEREAS, A request for retroactive approval is being sought because the Department  
18 of the Environment did not receive the award notice until December 9, 2014; and

19           WHEREAS, The grant allows for Indirect costs of \$120,262 included in the budget; and

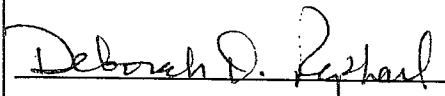
20           WHEREAS, The Department of Environment will utilize existing staff hired under the  
21 American Reinvestment and Recovery Act that continued working under the 2013-14 BayREN  
22 contract; and

23           WHEREAS, The grant does not require an Annual Salary Ordinance (ASO)  
24 amendment; now therefore, be it  
25

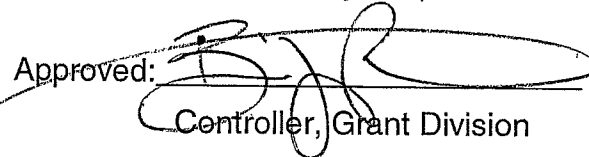
1 RESOLVED, That the Board of Supervisors authorizes the Director of the Department  
2 of the Environment to retroactively accept and expend a grant in the amount of \$371,258 from  
3 ABAG to implement BayREN activities in San Francisco; and be it

4 FURTHER RESOLVED, That the Board of Supervisors authorizes the Director of the  
5 Department of the Environment to accept and expend additional funds in the case that ABAG  
6 decides to assign additional BayREN tasks for activities in San Francisco.

7  
8  
9 Recommended:

10  
11   
12 Department Head

Approved:   
Mayor

Approved:   
Controller, Grant Division

**TO:** Angela Calvillo, Clerk of the Board of Supervisors  
**FROM:** The Department of the Environment  
**DATE:** January 7, 2015  
**SUBJECT:** Accept and Expend Resolution State Grant  
**GRANT TITLE:** CPUC Award for BayREN

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

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

**Special Timeline Requirements:**

**Departmental representative to receive a copy of the adopted resolution:**

Name: Rachel Buerkle

Phone: 415-355-3704

Interoffice Mail Address:

Certified copy required Yes

No

(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).

RECEIVED  
2015 JAN - 8 PM 4:40  
CITY & COUNTY OF S.F.  
COMPTROLLER - A.C.S.D.



File Number: \_\_\_\_\_

220324 / EVBAYR-15

(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: BayREN

2. Department: Department of the Environment

3. Contact Person: Rachel Buerkle

Telephone: 415-355-3704

4. Grant Approval Status (check one):

Approved by funding agency

Not yet approved

5. Amount of Grant Funding Approved or Applied for: \$371,258

6a. Matching Funds Required: \$ 0

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: California PUC

b. Grant Pass-Through Agency (if applicable): PG&E and Association of Bay Area Governments (ABAG)

8. Proposed Grant Project Summary: The Bay Area Regional Network (BayREN) is funded under Decision 14-11-046 of the CA Public Utilities Commission to continue to engage local governments in meeting the goals of the CA Energy Efficiency Strategic Plan. CPUC provides oversight of the program content, PG&E acts as fiscal agent, and ABAG has a contract of \$12.8 million with PGE, out of which this grant is funded. BayREN is funded to provide an energy efficiency incentive and technical assistance program in single family and multifamily buildings, provide financing, and raise the level of energy code compliance in new construction and renovation.

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

Start-Date: 1/1/15 End-Date: 12/31/2515

10a. Amount budgeted for contractual services: \$0

b. Will contractual services be put out to bid? N/A

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? \$ 120,262

b2. How was the amount calculated? Based on Department of Environment overhead and indirect.

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. 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):

Existing Site(s)

Existing Structure(s)

Existing Program(s) or Service(s)

Rehabilitated Site(s)

Rehabilitated Structure(s)

New Program(s) or Service(s)

New Site(s)

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: All of the facilities are privately owned facilities of various types of buildings in both the residential and commercial sectors. Staff will make site visits to perform site assessments.

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

Claudia Molina, Departmental ADA Coordinator, Payroll Personnel Clerk

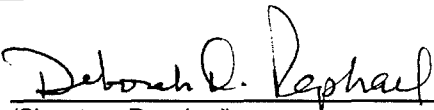
Date Reviewed: 1/7/15

  
(Signature Required)

**Department Head or Designee Approval of Grant Information Form:**

Deborah O. Raphael, Director, Department of the Environment

Date Reviewed: 1-8-15

  
(Signature Required)



**City and County of San Francisco Department of the Environment**

**BayREN Energy Efficiency Program 2015**

			Grant Funding
<b>Personnel</b>			
	5644 Environmental Unit Manager(.128 FTE); 5642 Sr. Environmental Specialist(.265 FTE); 5640 Environmental Specialists(1.0 FTE); 5638 Assist Environment Specialist(.46 FTE)	Program Management Finance, Project Technical Assistance Project Technical Assistance Marketing	\$242,896
<b>Field Expenses</b>	Local travel		\$1,100
<b>Mailing</b>	Mailing, printing		\$ 1,100
<b>Food</b>	Contractor and customer meetings x 8		\$ 1,100
<b>Events</b>	booth space fees for tabling at street fairs		\$ 1,500
<b>Equipment</b>	Personal protective equipment, calibration of measuring equipment, field supplies		\$3,300
		<b>Sub-Total Contract/ Grant</b>	<b>\$250,996</b>
<b>Indirect</b>			<b>\$120,262</b>
<b>Grand Total</b>			<b>\$371,258</b>

**BayREN - 2015 Aggregate Budget**

(Version: 12/01/2014)

**Changes:**

1. Lead Link budget for Single Family (\$190,000) allocated to San Mateo. Lead Link budget for PACE (\$17,500) allocated to San Francisco
2. \$200,000 reallocated from San Francisco MF Impl to ABAG MF Impl. ABAG to hold funds for further allocation to San Francisco TA or incentives
3. PAYS: Reallocated \$4,400 to Alameda from San Francisco (\$2,000) and Sonoma (\$2,400)
4. Rep Link fund allocations: Single Family to Contra Costa (\$20,000); Multi-family to Santa Clara (\$20,000); C&S to StopWaste (\$20,000)
5. Single Family statewide ME&O budget (\$15,000) reallocated to ABAG 'unassigned'.

Agencies:	Total Contract Budget	Alameda (Energy Council)										Total	
		ABAG	Contra Costa	Marin	Napa	San Francisco	San Mateo	Santa Clara	Solano	Sonoma			
<b>Program Elements</b>													
<b>Single Family Residential</b>													
Admin		\$ 355,000	\$ 10,000	\$ 30,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 50,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 505,000	
Implementation		1,096,000						140,000				1,236,000	
Marketing & Outreach		152,000	113,707	88,834	33,629	22,035	55,458	63,259	123,209	34,605	45,513	732,249	
Incentives		2,000,000	-	-	-	-	-	-	-	-	-	2,000,000	
<b>Total Single Family:</b>	<b>4,473,249</b>	<b>3,603,000</b>	<b>123,707</b>	<b>118,834</b>	<b>43,629</b>	<b>32,035</b>	<b>65,458</b>	<b>253,259</b>	<b>133,209</b>	<b>44,605</b>	<b>55,513</b>	<b>4,473,249</b>	
<b>Multi-Family Residential</b>													
Admin		186,500	55,000	15,000	15,000	15,000	15,000	15,000	35,000	15,000	15,000	381,500	
Implementation		220,000	1,731,600				214,000					2,165,600	
Marketing & Outreach		39,000	75,500	10,000		5,000	15,000	10,000	15,000	5,000	5,000	179,500	
Incentives		-	3,750,000	-	-	-	-	-	-	-	-	3,750,000	
<b>Total Multi-family:</b>	<b>6,476,600</b>	<b>445,500</b>	<b>5,612,100</b>	<b>25,000</b>	<b>15,000</b>	<b>20,000</b>	<b>244,000</b>	<b>25,000</b>	<b>50,000</b>	<b>20,000</b>	<b>20,000</b>	<b>6,476,600</b>	
<b>Codes &amp; Standards</b>													
Admin		130,000	23,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	3,500	181,500	
Implementation		759,500	26,000	23,000	27,500	9,000	22,500	27,500	29,500	16,500	19,000	960,000	
Marketing & Outreach		15,000	23,000	9,000	8,000	7,000	11,000	23,000	23,000	6,000	8,000	133,000	
Incentives		-	-	-	-	-	-	-	-	-	-	-	
<b>Total C&amp;S:</b>	<b>1,274,500</b>	<b>904,500</b>	<b>72,500</b>	<b>35,500</b>	<b>39,000</b>	<b>19,500</b>	<b>37,000</b>	<b>54,000</b>	<b>56,000</b>	<b>26,000</b>	<b>30,500</b>	<b>1,274,500</b>	
<b>Financing</b>													
<b>Multi-family Capital Advance</b>													
Admin		-	-	-	-	-	-	-	-	-	-	-	
Implementation		-	-	-	-	-	-	-	-	-	-	-	
Marketing & Outreach		-	-	-	-	-	-	-	-	-	-	-	
Incentives		-	-	-	-	-	-	-	-	-	-	-	
<b>Total Total MF Cap Adv:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
<b>Commercial PACE</b>													
Admin		\$ 10,000	600	600	600	600	18,100	600	600	600	600	32,900	
Implementation		-	-	-	-	-	-	-	-	-	-	-	
Marketing & Outreach		218,605	-	-	-	-	-	-	-	-	-	218,605	
Incentives		-	-	-	-	-	-	-	-	-	-	-	
<b>Total Total PACE:</b>	<b>251,505</b>	<b>228,605</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>18,100</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>600</b>	<b>251,505</b>	
<b>Pay As You Save</b>													
Admin		13,500	900	900	900	900	900	900	900	900	15,410	36,110	
Implementation		10,000	8,200				5,800				231,585	255,585	
Marketing & Outreach		2,000	4,000								63,451	69,451	
Incentives		-	-	-	-	-	-	-	-	-	-	-	
<b>Total PAYS:</b>	<b>361,146</b>	<b>25,500</b>	<b>13,100</b>	<b>900</b>	<b>900</b>	<b>900</b>	<b>6,700</b>	<b>900</b>	<b>900</b>	<b>900</b>	<b>310,446</b>	<b>361,146</b>	
<b>BayREN Total</b>													
Admin		-	695,000	90,000	50,000	30,000	30,000	47,500	70,000	50,000	30,000	44,510	1,137,010
Implementation		-	2,085,500	1,765,800	23,000	27,500	9,000	242,300	167,500	29,500	16,500	250,585	4,617,185
Marketing & Outreach		-	426,605	216,207	107,834	41,629	34,035	81,458	96,259	161,209	45,605	121,964	1,332,805
Incentives		-	2,000,000	3,750,000	-	-	-	-	-	-	-	-	5,750,000
<b>BayREN Total:</b>	<b>12,837,000</b>	<b>5,207,105</b>	<b>5,822,007</b>	<b>180,834</b>	<b>99,129</b>	<b>73,035</b>	<b>371,258</b>	<b>333,759</b>	<b>240,709</b>	<b>92,105</b>	<b>417,059</b>	<b>12,837,000</b>	

**Notes:**

- 1) "Admin" is defined as contract development, internal partner coordination, administration, reporting, and other non-program activities
- 2) "Implementation" combines two PIP categories: "Direct Install Non-Incentives" and "Education & Training", and includes incentive processing, program design, set up, and evaluation activities not included under "Marketing & Outreach"
- 3) "Marketing & Outreach" includes all expenses and program labor for these activities
- 4) "Incentives" includes direct incentives only

# ASSOCIATION OF BAY AREA GOVERNMENTS

Representing City and County Governments of the San Francisco Bay Area



Cal Broomhead  
Climate and Energy Programs Manager  
Department of Environment  
City and County of San Francisco

Cal,

Thank you for your participation in the successful re-funding of the BayREN program. For 2015, attached is the most current version of the BayREN aggregate budget and includes the San Francisco allocation. We may have a couple of small additional updates as we continue to finalize roles, but otherwise this is what we intend to use as we put together your contract.

Sincerely,



Gerald L. Lahr  
Energy Programs Manager  
Association of Bay Area Governments  
510/464-7908

Print Form

# 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 different form.**

**Sponsor(s):**

**Subject:**

**The text is listed below or attached:**

Signature of Sponsoring Supervisor: \_\_\_\_\_



For Clerk's Use Only: