

File No. 170647

Committee Item No. 16
Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date June 15, 2017

Board of Supervisors Meeting

Date _____

Cmte Board

- | | | |
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| <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 type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input checked="" 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 June 8, 2017
Completed by: Linda Wong Date _____

1 [Outreach Community Advertising and Neighborhood Outreach Advertising - Small Business
2 Exchange; San Francisco Print Media Co., dba SF Weekly; Bay Area Reporter; The Potrero
3 View - FY2017-2018]

4 **Resolution designating *Small Business Exchange* to be the outreach periodical of the**
5 **City and County of San Francisco for the African American community; *San Francisco***
6 ***Print Media Co., doing business as SF Weekly*, to be the outreach periodical of the City**
7 **and County of San Francisco for the Chinese community; *San Francisco Print Media***
8 ***Co., doing business as SF Weekly* to be the outreach periodical of the City and County**
9 **of San Francisco for the Hispanic community; *Bay Area Reporter* to be the outreach**
10 **periodical of the City and County of San Francisco for the Lesbian, Gay, Bisexual and**
11 **Transgender community; and *The Potrero View* to be the neighborhood outreach**
12 **periodical of the City and County of San Francisco for the Potrero Hill, Bayview,**
13 **Mission Bay and SoMa neighborhoods; to provide outreach advertising for FY2017-**
14 **2018.**

15
16 WHEREAS, The voters, by passing Proposition J in 1994, mandated outreach
17 advertising to those communities which may not be adequately served by the official
18 newspaper, pursuant to Sections 2.80 and 2.80-1 of the Administrative Code; and

19 WHEREAS, In each year, the Board of Supervisors shall designate the outreach
20 periodical for each outreach community, pursuant to Section 2.81-3 of the Administrative
21 Code; and,

22 WHEREAS, The Board of Supervisors may designate neighborhood outreach
23 periodical, pursuant to Section 2.81-4 of the Administrative Code; now therefore, be it

1 RESOLVED, That the Board designates the following periodicals, which circulate
2 primarily in the indicated communities and are printed in San Francisco, to be the outreach
3 periodicals for the indicated communities for FY2017-2018:

4 African American	<i>Small Business Exchange</i>
5 Chinese	<i>San Francisco Print Media Co., doing business as</i>
6	<i>SF Weekly</i>
7 Hispanic	<i>San Francisco Print Media Co., doing business as</i>
8	<i>SF Weekly</i>
9 Lesbian, Gay, Bisexual,	<i>Bay Area Reporter</i>
10 Transgender	

11
12 FURTHER RESOLVED, That the Board designates the following neighborhood
13 outreach periodical for the indicated neighborhood(s) for FY2017-2018:

14	
15 Potrero Hill, Bayview,	<i>The Potrero View;</i> and be it
16 Mission Bay and SOMA	
17	

18 FURTHER RESOLVED, That the Office of Contract Administration is hereby
19 authorized to enter into contracts with these designated outreach periodicals and said
20 contracts must be in accordance with all the contracting requirements of the City and County
21 of San Francisco.

Summary of Outreach Advertising and Clearinghouse Services Bids For Fiscal Year 2017-2018

Outreach Advertising		2		3		5		5		6		8		5		9		1		5			
Evaluation Points		San Francisco Bay View		Small Business Exchange		San Francisco Print Media Co. (DBA SF Weekly)		San Francisco Print Media Co. (DBA SF Weekly)		World Journal SF LLC		Sing Tao Daily		San Francisco Print Media Co. (DBA SF Weekly)		El Reportero		Bay Area Reporter - LGBT		San Francisco Print Media Co. (DBA SF Weekly)			
Communities Served (African American (AA) / Chinese (Ch)/ Hispanic (H)/ Lesbian-Gay-Bisexual-Transgender (LGBT))		African American (AA)		African American (AA)		African American (AA)		Chinese (Ch)		Chinese (Ch)		Chinese (Ch)		Hispanic (H)		Hispanic (H)							
Ad Price Per Circulated Copy (\$)		\$0.01		\$0.01		\$0.01		\$0.01		\$0.01		\$0.05		\$0.01		\$0.06							
Evaluation factors per Admin. Code Sec. 2.81		Total Points Available		Bid		Points		Bid		Points		Bid		Points		Bid		Points		Bid		Points	
Advertising Price (w/ clearinghouse)	15.0	\$200.00	15	\$200.00	15	\$409.00	7.33	\$409.00	7.33	\$296.00	10.34	\$330.00	3.05	\$409.00	7.33	\$624.00	4.81						
Circulation as submitted		15,500/wk		15,000/wk		70,000/wk		70,000/wk		\$2,000/day		\$5,053/day		70,000/wk		10,000/wk							
Daily Circulation (Avg)	10.0	517	0.10	2143	0.41	10,000	1.92	10,000	1.92	13,053	2.51	10,000	1.92	1,429	0.27								
Periodical Cost	5.0	\$0.00	5	95% Complimentary	5	\$0.00	5	\$0.00	5	\$0.00	5	\$0.00	5	\$0.00	5	\$0.00	5						
Locally Owned & Operated	2.0	YES	2	YES	2	NO	0	NO	0	NO	0	YES	2	NO	0	YES	2						
Published in Foreign Language	5.0	NO	0	NO	0	NO	0	NO	0	YES	5	YES	5	NO	0	YES	5						
Total Evaluation Points	37.0		22.1		22.4		14.3		14.3		25.1		18.6		14.4		17.3				14.4		
LBE Preference	10%	NO	0%	NO	0%	NO	0%	NO	0%	NO	0%	NO	0%	NO	0%	NO	0%						
Prompt Payment Discount	max 2% Net 30	NO	0	1% 10 NET 30	1%	NO	0	NO	0	NO	0	NO	0	NO	0	NO	0						
Sales Tax Discount	1.25%	Yes	1.25%	YES	1.25%	NO	0	NO	0	NO	0	NO	0	NO	0	YES	1.25%						
Total Points with Bid Discounts Applied			22.4		22.9		14.4		14.4		25.1		18.6		14.4		17.3				15.8	14.4	

Outreach Advertising		7		10			
Evaluation Points		The Potrero View		Jasmine Blue Media, LLC (DBA Marina Times)			
Communities Served (African American (AA) / Chinese (Ch)/ Hispanic (H)/ Lesbian-Gay-Bisexual-Transgender (LGBT))		Neighborhood (N) - Potrero Hill/ Bayview/ Mission Bay/ SOMA		Neighborhood (N) - Marina and Cow Hollow			
Ad Price Per Circulated Copy (\$)		\$0.05		\$0.03			
Evaluation factors per Admin. Code Sec. 2.81		Total Points Available		Bid		Points	
Advertising Price (w/ clearinghouse)	15.0	\$600.00	5	\$540.00	5.56		
Circulation as submitted		13,000/mo		20,000/mo			
Daily Circulation (Avg)	10.0	433	0.08	667	0.13		
Periodical Cost	5.0	\$0.00	5	\$0.00	5		
Locally Owned & Operated	2.0	YES	2	YES	2		
Published in Foreign Language	5.0	NO	0	NO	0		
Total Evaluation Points	37.0		12.1		12.7		
LBE Preference	10%	NO	0	NO	0%		
Prompt Payment Discount	max 2% Net 30	NO	0	NO	0		
Sales Tax Discount	1.25%	Yes	1.25%	Yes	1.25%		
Total Points with Bid Discounts Applied			12.2		12.8		

4	
Clearinghouse Services (Award to Lowest and Responsive and Responsible (meets MQs) Bidder)	
Minimum Qualifications (MQs)	Daily Journal
Provide service for 3 years prior to state, county or government agency	YES
Has secure web based ad placement and tracking software (not email) that provides: - newspaper deadline entry - online submittal of camera ready notices - email confirmation of each order - online status tracking	YES
Responsive (Submitted all required documents by Bid Due Date)	YES
Commission Rate (%)	15%

Outreach Advertising for Fiscal Year 2017-2018 Bid Evaluation Overview

Bidder	Communities Served	Language Published	Evaluation Score	Rank (In Outreach Community / Neighborhood)	Responsible - Meets all Minimum Qualifications (Yes/No)	Reason (Not Responsible)	Fiscal Year 2017-2018 OCA Award Recommendation	Fiscal Year 2016-2017 Board of Supervisors Award
Bay Area Reporter	Lesbian-Gay-Bisexual-Transgender (LGBT)	English	15.8	1	YES	YES	YES	YES
Small Business Exchange	African American (AA)	English	22.9	1	YES	YES	YES	YES
San Francisco Media Co. DBA SF Weekly	African American (AA)	English	14.4	3	YES	YES	YES	YES
San Francisco Media Co. DBA SF Weekly	Chinese (Ch)	English	14.4	3	YES	YES	YES	YES
San Francisco Media Co. DBA SF Weekly	Hispanic (H)	English	14.4	2	YES	YES	YES	YES
San Francisco Media Co. DBA SF Weekly	Lesbian-Gay-Bisexual-Transgender (LGBT)	English	14.4	2	YES	YES	YES	YES
The Potrero View	Neighborhood (N) - Potrero Hill / Bayview / Mission Bay / SOMA	English	12.2	2	YES	YES	YES	YES
El Reportero	Hispanic (H)	Spanish	17.3	1	NO	Printed Outside SF	Board Discretion	YES
San Francisco Bay View	African American (AA)	English	22.4	2	NO	Printed Outside SF & Not Printed Frequently enough	Board Discretion	YES
Sing Tao Daily	Chinese (Ch)	Chinese	18.6	2	NO	Printed Outside SF	Board Discretion	YES
World Journal SF LLC	Chinese (Ch)	Chinese	25.1	1	NO	Printed Outside SF	Board Discretion	NO
Jasmine Blue Media LLC (DBA Marina Times)	Neighborhood (N) - Marina and Cow Hollow	English	12.8	1	NO	Submitted bid after deadline	Board Discretion	YES

Outreach Advertising and Clearinghouse Services for Fiscal Year 2017-2018 - Evaluation of Responsiveness and Responsibility

Outreach Advertising	1	2	3	5	6	7	8	9	10
Minimum Qualifications (MQs)	Bay Area Reporter	SF Bay View	Small Business Exchange, Inc.	SF Media Co. (SF Weekly)	World Journal SF LLC	The Potrero View	Sing Tao Daily	El Reportero, LLC.	Jasmine Blue Media, LLC. (Marina Times)
Responsive (Submitted all Required Documentation by Bid Submittal Deadline)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Sample Newspapers Indicating Continuous Publication?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Verification of Circulation	Audit Circulation	Printer Invoice	Printer Invoice	Audit Circulation	personal statement (notorized)	Printer Invoice	personal statement (notorized)	Printer Invoice	Printer Invoice
Sample Ad	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Outreach Community Served	Lesbian, Gay, Bisexual, Transgender	African American	African American	LGBT, Asian/Chinese, African American, and Hispanic	Chinese	Potrero Hill, Dog Patch, Bayview, SOMA, Mission Bay [94107 & 94103]	Chinese	Hispanic	Marina
Frequency of Publication? (Outreach Community-Weekly, Outreach Neighborhood - Monthly)	Weekly	Monthly	Weekly	Weekly	Daily	Monthly	Daily	Weekly	Monthly
Printed in San Francisco?	Yes		Yes	Yes		Yes			Yes
Responsible (Meets all MQs)	YES		Yes	YES		Yes			
Not Minimum Qualifications									
Locally Owned? (NOT MQ)	Yes	Yes	Yes	No	No	Yes	Yes	Yes	Yes
Circulation (NOT MQ)	27,000/wk	15,500/me	15,000/wk	70,000/wk	52,000/Daily	13,000/me	13,053/day	10,000/wk	20,000/me
Map/location/Zip Codes Included? (NOT MQ)	Yes	Yes	Yes	No	No	No	No	No	Yes

Clearinghouse Services	4
Minimum Qualifications	Daily Journal
Provide service for 3 years prior to state, county or government agency	YES
Has secure web based ad placement and tracking software (not email) that provides: - newspaper deadline entry - online submittal of camera ready notices - email confirmation of each order - online status tracking	YES
Responsive (submitted all required documents by Bid Due Date)	YES
Commission Rate (%)	15%



Edwin M. Lee
Mayor

Jaci Fong
Director and Purchaser

Purchasing

May 26, 2017

To: Angela Calvillo, Clerk of the Board
From: Jaci Fong, Director of Office of Contract Administration (OCA) and Purchaser
Subject: Results of Outreach Advertising Solicitation, OCA Recommendations and Resulting Resolution Designating Outreach Periodicals for Fiscal Year 2017 - 2018

RECEIVED
 BOARD OF SUPERVISORS
 SAN FRANCISCO
 2017 MAY 26 AM 11:52
 BY [Signature]

Enclosed is the resolution recommending the designation of the following bidders as the City's outreach advertising periodicals for Fiscal Year 2017 – 2018, based on the formal and competitive solicitation results evaluated according to requirements specified in the solicitation and set forth in San Francisco Administrative Code sections 2.80 and 2.81:

PERIODICAL/BIDDER	OUTREACH NEIGHBORHOOD / OUTREACH COMMUNITY	RESPONSIVE AND RESPONSIBLE (MEETS STANDARDS SET FORTH IN SAN FRANCISCO ADMINISTRATIVE CODE 2.80 AND 2.81)
Bay Area Reporter	Lesbian-Gay-Bisexual-Transgender	YES
Small Business Exchange	African American	YES
San Francisco Media Co. DBA SF Weekly	African American	YES
San Francisco Media Co. DBA SF Weekly	Chinese	YES
San Francisco Media Co. DBA SF Weekly	Hispanic	YES
San Francisco Media Co. DBA SF Weekly	Lesbian-Gay-Bisexual-Transgender	YES
The Potrero View	Neighborhood – Potrero Hill/ Bayview / Mission Bay / SOMA	YES

This year, the Office of Contract Administration (OCA) sent notifications of a formal and competitive solicitation, also known as an invitation to bid, for outreach advertising services to approximately forty-nine (49) local periodicals. In addition to the solicitation being posted on the City's bid Webpage for approximately four weeks, all invited outreach periodicals were contacted several times via email and phone to encourage bid submission. OCA received a total of nine (9) bids for outreach advertising.

OCA regulations require that we officially recommend only responsive and responsible bidders for contract awards but the Board of Supervisors has historically used its discretion to award the outreach advertising service contracts to a broader range of bidders to best serve the City's outreach advertising needs. A "responsive" bid meets with all requirements by the due date and time as specified in a solicitation. Additionally, a "responsible" bid refers to a bidder being capable and qualified as specified in a solicitation. Eight (8) out of nine (9) bids were submitted on time. Four (4) of the nine (9) bids met all of the minimum qualifications as specified in the solicitation. Given the circumstances of this procurement,

OCA is recommending awards only to responsive and responsible bidders with the highest evaluation scores in each outreach community and outreach neighborhood.

In order for an *outreach neighborhood* (not community) periodical to be considered responsive, it must be printed at least once per month. However, there is no requirement regarding where the outreach neighborhood periodicals are printed. All bidding outreach neighborhood newspapers are printed at least once per month and are therefore, responsive. Additionally, the neighborhood outreach periodical recommended for award is printed in the City and County of San Francisco.

Bids deemed not responsive were submitted by the following periodicals:

PERIODICAL / BIDDER	OUTREACH COMMUNITY / OUTREACH NEIGHBORHOOD	RESPONSIVE AND RESPONSIBLE (MEETS STANDARDS SET FORTH IN SAN FRANCISCO ADMINISTRATIVE CODE 2.80 AND 2.81)	REASON?
San Francisco Bay View	African American	NO	1, 2
Sing Tao Daily	Chinese	NO	1
World Journal SF	Chinese	NO	1
Jasmine Blue Media LLC. DBA Marina Times	Marina	NO	3
El Reportero	Hispanic	NO	1

Reason? (Not Responsive Vendor) Key:

- 1 = Printed Outside the City and County of San Francisco
- 2 = Not Printed One or More Days in Calendar Week
- 3 = Late Bid Submission

The San Francisco Administrative Code Section 2.80-1(b) and 2.80-1(c), “outreach communities” shall reflect the diversity in race and sexual orientation of the population of the City and County. They shall include: (1) the Lesbian/Gay/Bisexual community, (2) the African American community, (3) the Hispanic community, and (4) the Chinese community. The Board of Supervisors may determine different outreach communities from time to time.

In order to be considered responsive, *outreach community* (not neighborhood) periodicals must be printed in San Francisco on one or more days in a calendar week. San Francisco Bay View was the only *outreach community* bidder who does not print their periodicals at least once each week. Additionally, another requirement established by San Francisco Administrative Codes 2.80 is that *outreach community* (not neighborhood) periodicals must be printed in the City and County of San Francisco. Sing Tao Daily, San Francisco Bay View, El Reportero, and World Journal SF are the only bidders who do not print their periodicals in the City and County of San Francisco. Thus, Sing Tao Daily, San Francisco Bay View, El Reportero, and World Journal SF are not responsive bidders given that they both do not meet all of the minimum qualifications as set forth in San Francisco Administrative Code sections 2.80.

A late bid submission was received from *Jasmine Blue Media LLC (DBA Marina Times)*. Late bids submissions are procedurally deemed not responsive.

OCA also solicited bids for the services of a clearinghouse in addition to the usual bids for the outreach periodicals. The clearinghouse receives the Clerk of the Board’s ads and transmits them to the outreach

periodicals, handles translation, invoicing and payment. OCA received one (1) responsive and responsible bid from The Daily Journal who has been providing clearinghouse services to the City for several years.

The total estimated contract value for outreach advertising for Fiscal Year 2017 - 2018 is \$20,000.00 and the total estimated contract value for clearinghouse services Fiscal Year 2017 - 2018 is \$3,000.00.

Please find further detail in the attached spreadsheet regarding Fiscal Year 2017-2018 bids and recommended awards, bid prices, circulation, and bid evaluation criteria.

If you have any questions or require additional information, please contact Florence Kyaun on my team at 415-554-6263.

Enclosures: Outreach Advertising for Fiscal Year 2017-2018 Bid Evaluation Overview

 Summary of Outreach Advertising and Clearinghouse Services Bids for Fiscal Year 2017-2018

 Outreach Advertising and Clearinghouse Services for Fiscal Year 2017-2018 - Evaluation of Responsiveness and Responsibility

 Resolution designating OCA's recommended outreach newspapers

 S.F. Ethics Commission form 126, Notification of Contract Approval (Mayor)

 S.F. Ethics Commission form 126, Notification of Contract Approval (Board)

**FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)**

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Members, San Francisco Board of Supervisors	City elective office(s) held: Members, San Francisco Board of Supervisors

Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: The Potrero View	
Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary. Steven J. Moss , Owner Helena Chiu, Production Manager (sub-contractor) Andy Moore, Ad Sales (sub-contractor)	
Contractor address: 2325 Third St., #44, San Francisco, CA 94107	
Date that contract was approved: <i>(By the SF Board of Supervisors)</i>	Amount of contracts:
Describe the nature of the contract that was approved: Outreach and Advertising and Clearing House Services	
Comments: Jaci Fong, Director of the Office of Contract Administration and Purchaser	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: (415) 554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

**FORM SFEC-126:
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(S.F. Campaign and Governmental Conduct Code § 1.126)

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Name of City elective officer(s): Members, San Francisco Board of Supervisors	City elective office(s) held: Members, San Francisco Board of Supervisors

Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: San Francisco Print Media Co. (SF Weekly)	
Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary. David Black (CEO) Glenn Zuehls, The Publisher Jay Curran, CRO	
Contractor address: 835 Market Street, Suite 550, San Francisco, CA	
Date that contract was approved: <i>(By the SF Board of Supervisors)</i>	Amount of contracts:
Describe the nature of the contract that was approved: Outreach and Advertising and Clearing House Services	
Comments: Jaci Fong, Director of the Office of Contract Administration and Purchaser	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

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Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

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(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Members, San Francisco Board of Supervisors	City elective office(s) held: Members, San Francisco Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Small Business Exchange, Inc	
Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary. Gerald W. Johnson, President & CEO, 100% Ownership Valerie V. Voorhies, Secretary (Corporation)	
Contractor address: 795 Folsom St., Flr 1, San Francisco, CA 94107	
Date that contract was approved: <i>(By the SF Board of Supervisors)</i>	Amount of contracts:
Describe the nature of the contract that was approved: Outreach and Advertising and Clearing House Services	
Comments: Jaci Fong, Director of the Office of Contract Administration and Purchaser	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

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Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

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 (S.F. Campaign and Governmental Conduct Code § 1.126)

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Name of City elective officer(s): Members, San Francisco Board of Supervisors	City elective office(s) held: Members, San Francisco Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Bay Area Reporter	
Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary. (1) Michael Yamshita, Scott Wazlowski, Todd Vogt, Patrick Brown (2) Michael Yamshita, Patrick Brown (3) Michael Yamshita, Bob Ross Foundation (Thomas Horn, Trustee), Todd Vogt, Patrick Brown (4) None (5) None	
Contractor address: 44 Gough St., #204 San Francisco, CA 94103	
Date that contract was approved: <i>(By the SF Board of Supervisors)</i>	Amount of contracts:
Describe the nature of the contract that was approved: Outreach and Advertising and Clearing House Services	
Comments: Jaci Fong, Director of the Office of Contract Administration and Purchaser	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form

a board on which the City elective officer(s) serves: San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

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 Signature of City Elective Officer (if submitted by City elective officer)

 Date Signed

 Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

 Date Signed