

File No. 180927

Committee Item No. 9

Board Item No. 14

### COMMITTEE/BOARD OF SUPERVISORS

#### AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date October 18, 2018

Board of Supervisors Meeting

Date October 30, 2018

#### Cmte Board

- |                                     |                                     |  |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/>            | <input type="checkbox"/>            | Motion                                       |
| <input checked="" type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/>            | <input type="checkbox"/>            | MOU  |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form                       |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget                                 |
| <input type="checkbox"/>            | <input type="checkbox"/>            | Subcontract Budget                           |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Contract/Agreement                           |
| <input checked="" type="checkbox"/> | <input checked="" 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)

<input type="checkbox"/>	<input type="checkbox"/>	_____
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Completed by: Linda Wong Date October 12, 2018  
 Completed by: Linda Wong Date October 22, 2018

1 [Accept and Expend Grant - Association of Bay Area Governments - Bay Area Regional  
2 Network - Energy Efficiency Program Implementation - \$334,500]

3 **Resolution retroactively authorizing the Department of the Environment to accept and**  
4 **expend grant funds in the amount of \$334,500 from the Association of Bay Area**  
5 **Governments to perform additional multifamily and commercial energy efficiency**  
6 **program implementation, as part of a Bay Area Regional Energy Network program, an**  
7 **energy efficiency program for the term of July 1, 2018, through December 31, 2018.**

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, The CPUC ruled in Decision D.18-05-041 (2018) to approve the Bay Area  
12 Regional Energy Network's (BayREN) Ten Year Energy Efficiency Business Plan so it may  
13 continue to administer ratepayer-funded energy efficiency programs in all nine (9) member  
14 Counties; and

15 WHEREAS, The CPUC also ruled in Decision D.18-05-041 to revise and add to  
16 BayREN's multifamily and commercial sector budgets; and

17 WHEREAS, The CPUC recognized that the BayREN program can provide greater  
18 opportunities for the participating counties to develop more innovative programs that better  
19 serve their ratepayers and constituents; and

20 WHEREAS, In 2017, ABAG received ratepayer funds of \$16,683,960 through a  
21 contract with Pacific Gas & Electric (PG&E) where PG&E is acting only as a fiscal manager,  
22 and the CPUC provides oversight of the program content; and

23 WHEREAS, BayREN will continue implementing programs to provide technical  
24 assistance and financing to the residential sector, and education and training for construction  
25 contractors and building code officials; and

1           WHEREAS, The San Francisco Board of Supervisors adopted goals for reductions in  
2 greenhouse gas emissions; and

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

5           WHEREAS, The Department of the Environment has built upon its extensive  
6 experience with energy efficiency retrofits for multifamily and commercial buildings, and  
7 playing a key role in the development of the BayREN Multifamily and Commercial programs;  
8 and

9           WHEREAS, A successful BayREN program from 2013 to present has led to continued  
10 funding in future years; and

11           WHEREAS, ABAG awarded grant funds of \$511,017 to the City for the 2018 BayREN  
12 programs and that grant was approved by the Board of Supervisors under Resolution No. 56-  
13 18 (enacted 03/08/2018); and

14           WHEREAS, ABAG has made an additional award to the City for the 2018 BayREN  
15 Multifamily and Commercial programs in the amount of \$334,500; and

16           WHEREAS, The term of this grant is from July 1, 2018 to December 31, 2018; and

17           WHEREAS, The grant allows for Indirect costs in the additional award of \$49,671  
18 included in the budget; and

19           WHEREAS, The Department of Environment will utilize existing staff hired under the  
20 American Reinvestment and Recovery Act that continued working under the 2013-17 BayREN  
21 contract; and

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

24           RESOLVED, That the Board of Supervisors authorizes the Director of the Department  
25 of the Environment to accept and expend a grant in the amount of \$334,500 for continuing the

1 implementation of the BayREN multifamily and commercial energy efficiency programs in San  
2 Francisco.

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RECOMMENDED:

APPROVED:

Deborah D. Reynolds  
Department of the Environment

W. G. Lee  
for Office of the Mayor

Annex Smith  
for Office of the Controller

Supervisor Yee

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: Victoria Chan 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: \$334,500
- 6a. Matching Funds Required: \$ 0  
b. Source(s) of matching funds (if applicable):
- 7a. Grant Source Agency: California Public Utilities Commission (CPUC)  
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 15-10-028 of the California Public Utilities Commission (CPUC) to continue to engage local governments in meeting the goals of California's Energy Efficiency Strategic Plan. The CPUC provides oversight of the program content, PG&E acts as fiscal agent, and ABAG has a contract of \$16,726,486 with PG&E in 2018, 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. This additional funding for calendar year 2018 will support both the existing multifamily program as well as the preparation for the new 2019 commercial sector programs.
9. Grant Project Schedule, as allowed in approval documents, or as proposed:  
Start-Date: 07/01/18 End-Date: 12/31/2018
- 10a. Amount budgeted for contractual services: \$31,500  
b. Will contractual services be put out to bid? No.  
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? \$49,671

b2. How was the amount calculated? Based on Department of Environment's 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? N/A.

12. Any other significant grant requirements or comments: No.

**\*\*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 checked="" type="checkbox"/> Existing Site(s) | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s)       | <input type="checkbox"/> Rehabilitated Structure(s)       | <input checked="" 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: All facilities served are privately owned, consisting of various types of buildings, in both residential and commercial sectors. Staff will make site visits to conduct energy efficiency assessments.

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

Claudia Molina, Departmental ADA Coordinator, Payroll Personnel Clerk

Date Reviewed: 8/29/2018

Claudia Molina  
(Signature Required)

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

Deborah O. Raphael, Director, Department of the Environment

Date Reviewed: 8/30/18

Deborah O. Raphael  
(Signature Required)



City and County of San Francisco - Department of the Environment			
Energy Efficiency Program - ABAG / BayREN Contract (Amendment #1)			
<b>Personnel</b>			
	5644 Principal Environmental Specialist (0.10 FTE); 5642 Sr. Environmental Specialist (0.63 FTE); 5640 Environmental Specialists (.66 FTE); 1822 Administrative Analyst (0.15 FTE)	Administration, Program Implementation, and Strategic Planning	\$253,329
		<b>Sub-Total Personnel</b>	<b>\$253,329</b>
<b>Non-Personnel Services</b>			
	Field Expenses		\$0
	Printing/Mailing		\$0
	Other Materials & Supplies		\$0
	Professional Services	stok, LLC - Commercial Energy Program Design, Launch, and Support	\$31,500
		<b>Subtotal (Non-Personnel Services)</b>	<b>\$31,500</b>
		Indirect	\$49,671
		<b>Grand Total</b>	<b>\$334,500</b>

AMENDMENT NO. 1 TO FUNDING AND IMPLEMENTATION AGREEMENT  
Between ASSOCIATION OF BAY AREA GOVERNMENTS  
And CITY AND COUNTY OF SAN FRANCISCO  
For BAYREN PROGRAM – PROGRAM IMPLEMENTATION PLAN FOR 2018

THIS AMENDMENT, effective as of July 1, 2018 is Amendment No. 1 to the Agreement by and between the Association of Bay Area Governments ("ABAG") and City and County of San Francisco ("CONSULTANT"), dated January 1, 2018.

NOW, THEREFORE, the parties agree to modify the subject Agreement as follows:

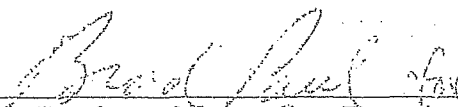
1. Terms and Conditions, Article 5(a), Maximum Budget and Allocated Budget, is revised, as follows: The Allocated 2018 Budget is amended to increase the maximum payment under the Agreement by Three Hundred Eighty-Seven Thousand Five Hundred dollars (\$387,500) to Eight Hundred Forty-Five Thousand Five Hundred Seventeen dollars (\$845,517) as detailed on Page 2 of this Amendment.
2. Attachment 1B for 2018 is superseded by Attachment 1B for 2018, Revision 1.
3. Attachment 1D for 2018 is superseded by Attachment 1D for 2018, Revision 1.

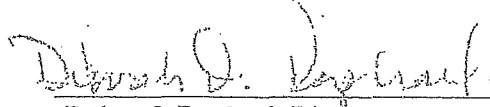
Retention of Contract Provisions. Except as provided herein, all other terms and conditions of the Agreement remain unchanged.

IN WITNESS WHEREOF, this Amendment has been executed by the parties hereto as of the day and year first written above.

ASSOCIATION OF BAY AREA  
GOVERNMENTS

CITY AND COUNTY OF SAN  
FRANCISCO

  
Steve Heminger, Metropolitan Executive  
Director, Acting Pursuant to the Contract for  
Services dated May 30, 2017

  
Deborah Raphael, Director  
San Francisco Department of Environment

City and County of San Francisco – Calendar Year 2018

	Existing Budget	Contract Amendment #1	Updated Not-to-Exceed Budget
<b>Single Family</b>	<b>\$63,717.00</b>	<b>0</b>	<b>\$63,717.00</b>
Administration	\$15,000.00	-	\$15,000.00
Marketing	\$48,717.00	-	\$48,717.00
Implementation	\$0.00	-	\$0.00
Incentives	\$0.00	-	\$0.00
<b>Green Labeling</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>
Administration	\$0.00	-	\$0.00
Marketing	\$0.00	-	\$0.00
Implementation	\$0.00	-	\$0.00
Incentives	\$0.00	-	\$0.00
<b>Multifamily</b>	<b>\$305,600.00</b>	<b>\$75,000.00</b>	<b>\$380,600.00</b>
Administration	\$15,600.00	-	\$15,600.00
Marketing	\$15,000.00	-	\$15,000.00
Implementation	\$275,000.00	\$75,000.00	\$350,000.00
Incentives	\$0.00	-	\$0.00
<b>Multifamily CAP</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>
Administration	\$0.00	-	\$0.00
Marketing	\$0.00	-	\$0.00
Implementation	\$0.00	-	\$0.00
<b>Commercial<sup>1</sup></b>	<b>\$23,200.00</b>	<b>\$312,500.00</b>	<b>\$335,700.00</b>
Administration	\$5,700.00	-	\$5,700.00
Marketing	\$0.00	-	\$0.00
Implementation	\$17,500.00	\$312,500.00	\$330,000.00
<b>Codes &amp; Standards</b>	<b>\$59,700.00</b>	<b>0</b>	<b>\$59,700.00</b>
Administration	\$2,700.00	-	\$2,700.00
Marketing	\$0.00	-	\$0.00
Implementation	\$57,000.00	-	\$57,000.00
<b>Water/Energy Nexus<sup>2</sup></b>	<b>\$5,800.00</b>	<b>0</b>	<b>\$5,800.00</b>
Administration	\$1,000.00	-	\$1,000.00
Marketing	\$0.00	-	\$0.00
Implementation	\$4,800.00	-	\$4,800.00
<b>EM&amp;V</b>	<b>\$0.00</b>	<b>0</b>	<b>\$0.00</b>
EM&V	\$0.00	-	\$0.00
<b>Portfolio Total</b>	<b>\$458,017.00</b>	<b>\$387,500.00</b>	<b>\$845,517.00</b>

<sup>1</sup> Previously titled "PACE" in Program Implementation Plan for 2018

<sup>2</sup> Previously titled "PAYS" in Program Implementation Plan for 2018



# Introduction Form

By a Member of the Board of Supervisors or Mayor

RECEIVED  
BOARD OF SUPERVISORS  
SAN FRANCISCO

2018 OCT -2 PM 2:05

Time stamp  
or meeting date

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

BY *JS*

- 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):

Supervisor Norman Yee

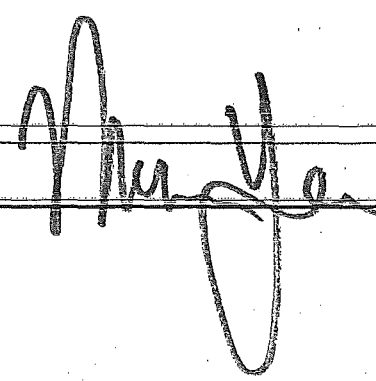
Subject:

Accept and Expend Grant — Association of Bay Area Governments — Bay Area Regional  
2 Network — Energy Efficiency Program Implementation - \$334,500

The text is listed:

See attached.

Signature of Sponsoring Supervisor: [ ]



For Clerk's Use Only

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

<b>City Elective Officer Information</b> <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
<b>Contractor Information</b> <i>(Please print clearly)</i>	
Stok, LLC	
<i>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.</i>	
(1) Matt Macko. Warren Neilson, Jacob Arlein	
(2) CEO: Matt Macko CFO: Burke Pemberton COO: Jacob Arlein	
(3) Matt Macko	
(4) Subcontractors: Newcomb Anderson McCormick. PE International. Point Energy Innovations. Sherwood Design Engineers. The Cadmus Group. Waypoint. BASE. CM Salter. Ardena Energy.	
(5) Political Committee: None	
Contractor address: 201 Mission Street. Suite 2000, San Francisco, CA 94105	
Date that contract was approved:	Amount of contract: \$31,500
Describe the nature of the contract that was approved:  Technical assistance and consulting in green building rating, program design, and program support.	
Comments:	

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 the form sits

Print Name of Board

<b>Filer Information</b> <i>(Please print clearly)</i>	
Name of filer: Angela Calvillo 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 the 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