



# OFFICE OF THE CITY ADMINISTRATOR



London N. Breed, Mayor  
Naomi M. Kelly, City Administrator

July 30, 2020

Supervisor Sandra Fewer  
Chair, Budget and Finance Committee, Board of Supervisors  
City and County of San Francisco  
1 Dr. Carlton B. Goodlett Place, Room 244  
San Francisco, CA 94102

RE: Release of Budget and Finance Committee Reserve

Dear Chair Fewer,

In accordance with the provisions of the Adopted Annual Appropriation Ordinance number 169-19 for Fiscal Years ending June 30, 2020 and June 30, 2021, I am hereby requesting the release of the Budget and Finance Committee Reserve in the amount of \$254,162 for the implementation of Project Labor Agreements (PLA).

On February 18, 2019 the San Francisco Board of Supervisors passed the Citywide Project Labor Agreement Ordinance (Section 6.27 of the SF Administrative Code). This Ordinance directed my office to negotiate a Project Labor Agreement (PLA) with the San Francisco Building Construction Trades Council. On July 14, 2020 the Citywide Project Labor Agreement became effective.

The Board of Supervisors approved three positions for administration of the PLA with the fiscal year 2020 budget and placed the funding for those positions on reserve pending the final implementation of the PLA. At this time, we are requesting the release of funds to support two positions beginning on October 1, 2020. The first position is a 2992 Compliance Officer I, which is required to assist in determining which contracts and contractors are covered by the PLA, conduct contractor outreach and education, review certified payroll reporting, and pursue enforcement actions. The second position, an 1823 Senior Administrative Analyst, is needed to support the development of appropriate compliance tracking within City's financial and certified payroll reporting systems. The 1823 will also provide staffing for a PLA Joint Administrative Committee.

I respectfully request that this item be scheduled along with the City Administrator's Budget at the August 13, 2020 Budget and Finance Committee hearing.

Thank you for your consideration and action on this request.

Sincerely,

Naomi M. Kelly  
City Administrator

CC: Angela Calvillo, Clerk of the Board of Supervisors  
Severin Campbell, Budget and Legislative Analyst's Office  
Ben Rosenfield, Controller  
Ashley Groffenberger, Mayor's Budget Director

Hire Date  
Percent of FY Remaining

10/1/2020  
75%

Position	Total Annual Budget (Salary and Fringe)	FY 21 Budget Required
1823 \$	171,669 \$	128,752
2992 \$	167,214 \$	125,411
		<b>\$ 254,162</b>