

**RESOLUTION NO. 114-99**  
(Adopted July 27, 1999)

**APPROVING A FISCAL YEAR 1999-2000 OPERATIONS BUDGET FOR THE SOUTH OF MARKET PROJECT AREA COMMITTEE AND AUTHORIZING A FIRST AMENDMENT TO THE PERSONAL SERVICES CONTRACT WITH THE SAN FRANCISCO COMMUNITY CLINIC CONSORTIUM IN AN AMOUNT NOT TO EXCEED \$101,354 FOR FISCAL SERVICES TO THE SOUTH OF MARKET PROJECT AREA COMMITTEE; SOUTH OF MARKET EARTHQUAKE RECOVERY REDEVELOPMENT PROJECT AREA**

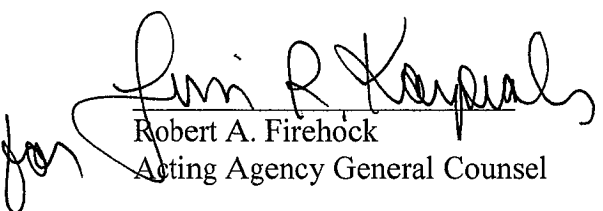
**BASIS FOR RESOLUTION**

1. On June 30, 1998, the Commission approved a Personal Services Contract with the San Francisco Community Clinic Consortium ("SFCCC"), a California domestic non-profit corporation, to act as the South of Market Project Area Committee's ("SOMPAC") fiscal agent.
2. SOMPAC proposed a 1999-2000 operations budget of \$154,888. Agency staff reviewed the proposed budget and recommended its approval, with several modifications, for a total operations budget of \$144,034, including an SFCCC 8% fiduciary fee.
3. Since the SOMPAC staffing and office was not fully operational until December 1998, \$42,680 remains from the first year's annual budget and will be applied to the new budget, resulting in the need for additional funds in the amount of \$101,354.
4. The parties wish to amend the Contract to extend the time of completion and increase the amount of compensation by \$101,354 to a new maximum amount payable of \$218,873

**RESOLUTION**

ACCORDINGLY, IT IS RESOLVED that: 1) the 1999-2000 operations budget for the South of Market Project Area Committee as shown in the attached Exhibit "A" is hereby approved; and 2) the Executive Director is authorized to execute a First Amendment to the Personal Services Contract with San Francisco Community Clinic Consortium, in an amount not to exceed \$101,354 in substantially the form lodged with the Agency General Counsel and hereby approved with such changes that hereafter become necessary, which changes do not materially affect the substance of said Contract or materially increase the obligations of the Agency.

APPROVED AS TO FORM:

  
Robert A. Firehock  
Acting Agency General Counsel

## SOUTH OF MARKET PROJECT AREA COMMITTEE

1035 Folsom Street, San Francisco, CA 94103

(415) 487-2166 Fax: (415) 487-2169

07/16/1999

	Approved Year #1 Budget	PAC Proposed Year # 2 Budget	Agency Staff Proposed Year #2 Budget
<b>Startup Expenses</b>			
1. 2 computers @ \$2000.00 each	\$4,000	\$0	\$0
2. Laser Printer - computer #1	\$700	\$0	\$0
3. Inkjet Printer - computer #2	\$300	\$0	\$0
4. Copier Lease - 1 year	\$4,000	\$0	\$0
5. Fax machine, standalone	\$500	\$0	\$0
6. Telephone equipment	\$250	\$0	\$0
7. Voice mail - office line	\$280	\$0	\$0
8. Answering machine-public line	\$200	\$0	\$0
9. 2 desks and chairs	\$300	\$0	\$0
10. 6 file cabinets @ \$100.00 each	\$600	\$0	\$0
11. Misc. ( Software, etc.)	\$1,000	\$0	\$0
<b>Total office startup expenses</b>	<b>\$12,130</b>	<b>\$0</b>	<b>\$0</b>
<u>Community Outreach</u>			
1. Newsletter production Startup	\$500		
<b>Total outreach expenses</b>	<b>\$500</b>	<b>\$0</b>	<b>\$0</b>
<b>A. TOTAL STARTUP EXPENSES)</b>	<b>\$12,630</b>	<b>\$0</b>	<b>\$0</b>
<b>Operating Expenses</b>			
<u>Personnel</u>			
1. Head Staff	\$45,000	\$50,000	\$50,000
2. Staff Assistant	\$12,500	\$35,000	\$35,000
3. Benefits for both	\$11,326	\$16,150	\$16,150
<b>Total Personnel Expenses</b>	<b>\$68,826</b>	<b>\$101,150</b>	<b>\$101,150</b>
<u>Community Outreach</u>			
1. Newsletter Editor	\$0	\$12,000	\$0
2. Newsletter - \$3,500/quarter	\$14,000	\$9,000	\$14,000
3. Newsletter - postage	\$1,000	\$1,500	\$1,000
<b>Total comm. outreach expense</b>	<b>\$15,000</b>	<b>\$22,500</b>	<b>\$15,000</b>
<u>Other</u>			
Telephone Installation - 2 lines	\$300	\$0	\$0
Telephone charges - \$300 month	\$3,600	\$4,200	\$4,200
Office supplies	\$1,600	\$2,000	\$2,000
Postage (non-newsletter)	\$1,200	\$2,100	\$2,100
Copier Lease	\$0	\$2,400	\$2,400
Recruitment - advertising	\$900	\$0	\$0
General PAC room rent	\$300	\$0	\$0
Refreshments for meetings	\$1,500	\$1,500	\$1,500
Cleaning services	\$0	\$1,200	\$1,200
Insurance premium	\$0	\$1,200	\$1,200
<b>Total other expenses</b>	<b>\$9,400</b>	<b>\$14,600</b>	<b>\$14,600</b>
<b>B. TOTAL OPERATING EXPENSES</b>	<b>\$105,856</b>	<b>\$138,250</b>	<b>\$130,750</b>
<b>C. ADDITIONAL OVERHEAD EXPENSES AND CONTINGENCIES</b>			
	6.50%	\$6,067	2%
		\$2,765	2%
<b>D. TOTAL PAC CONTRACT</b>			
1st yr. costs (A, B, C)	2nd yr. COSTS (B,C)	\$111,923	\$141,015
			\$133,365
<b>E. NON-PROFIT AGENCY FIDUCIARY FEE</b>			
(5% first year; 8% second year of total PAC contract costs)	\$5,596	\$11,281	\$10,669
<b>TOTAL BUDGET</b>	<b>\$117,519</b>	<b>\$152,296</b>	<b>\$144,034</b>
<b>F. RENT</b>	<b>\$22,481</b>	<b>\$23,000</b>	<b>\$23,000</b>
<b>TOTAL BUDGET PLUS RENT</b>	<b>\$140,000</b>	<b>\$175,296</b>	<b>\$167,034</b>