

RESOLUTION NO. 109-2002

Adopted June 25, 2002

APPROVING A FISCAL YEAR 2002-2003 BUDGET FOR THE SOUTH OF MARKET PROJECT AREA COMMITTEE IN AN AMOUNT NOT TO EXCEED \$181,920 AND AUTHORIZING A FOURTH AMENDMENT TO THE PERSONAL SERVICES CONTRACT WITH THE SAN FRANCISCO COMMUNITY CLINIC CONSORTIUM, A CALIFORNIA NONPROFIT PUBLIC BENEFIT CORPORATION, TO EXTEND THE CONTRACT BY THREE MONTHS, AND TO INCREASE THE MAXIMUM AMOUNT PAYABLE BY \$27,480 FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$531,663; SOUTH OF MARKET EARTHQUAKE RECOVERY REDEVELOPMENT PROJECT AREA

BASIS FOR RESOLUTION

1. On June 30, 1998, the Commission approved a Personal Services Contract ("Contract"), in the amount of \$117,519, with the San Francisco Community Clinic Consortium ("SFCCC"), a California non-profit public benefit corporation, to act as the South of Market Project Area Committee's ("SOMPAC") fiscal agent for staff and operational expenses related to the SOMPAC.
2. On July 27, 1999, the Commission approved a 1999-2000 SOMPAC operations budget of \$144,034 for the SOMPAC, which included a carry-over amount of \$42,680 from the first year's budget, and authorized a First Amendment to the Contract in the amount of \$101,354.
3. On June 27, 2000, the Commission approved a 2000-2001 operations budget of \$152,922, which included a carry-over amount of \$18,157 from the second year's budget, and authorized a Second Amendment to the Contract in the amount of \$134,765.
4. On June 26, 2001, the Commission approved a 2001-2002 operations budget of \$169,770, which included a carry-over amount of \$19,225 from the third year's budget and authorized a Third Amendment to the Contract in the amount of \$150,545.
5. The parties wish to amend the Contract to approve a 2002-2003 operations budget of \$181,920, which includes a carry-over amount of \$18,000 from the fourth year's budget, and enter into a Fourth Amendment to the Contract to increase the maximum amount payable by \$27,480 for an aggregate amount not to exceed \$531,663, for fiscal services to the SOMPAC for an additional three months, subject to the Board of Supervisors' approval of the Agency's 2002-2003 fiscal year budget.

RESOLUTION

ACCORDINGLY, IT IS RESOLVED by the Redevelopment Agency of the City and County of San Francisco that:

- 1) The 2002-2003 budget for the South of Market Project Area Committee in the maximum amount of \$181,920, as shown in the attached Exhibit "A" is hereby approved, subject to the further approval of the Agency's 2002-2003 budget by the Board of Supervisors; and
- 2) The Executive Director is authorized to execute a Fourth Amendment to the Personal Services Contract with San Francisco Community Clinic Consortium, a California non-profit public benefit corporation, to extend the Contract by three months from June 30, 2002, to September 30, 2002, and increase the amount of compensation payable by \$27,480, for an aggregate amount not to exceed \$531,663, for staff and operational costs related to the Project Area Committee, substantially in the form lodged with the Agency General Counsel.

APPROVED AS TO FORM:



for Bertha A. Ontiveros
Agency General Counsel

SOUTH OF MARKET PROJECT AREA COMMITTEE BUDGET			DRAFT BUDGET			
YEAR 5: FROM JULY 1, 2002 THROUGH JUNE 30, 2003						
	SOMPAC Approved Budget FY 2001- 2002	SOMPAC Proposed Budget FY 2002- 2003	VARIANCE	SFRA staff recommend- ation	VARIANCE	NARRATIVE
Operating Expenses:						
Personnel						
1 Head Staff	55,125.00	59,535.00	4,410.00	57,881.00	2,756.00	CPI/BLS/Bay Area (2.1%). Salary represents 5% incentive increase.
2 Staff Assistant	36,750.00	39,690.00	2,940.00	38,588.00	1,838.00	CPI/BLS/Bay Area (2.1%). Salary represents 5% incentive increase.
3 December incentive bonus				1,930.00	1,930.00	December bonus calculated at 2%.
4 Benefits for both (Taxes, HVD, Standard,...)	18,375.00	19,845.00	1,470.00	19,679.80	1,304.80	Includes:FICA, Unemployment, Workers Comp, Life Ins., Disability, Health, Dental, Vision, & Pension at 6% of salary.
Total Personnel Expenses:	110,250.00	119,070.00	8,820.00	118,078.80	7,828.80	
Community Outreach						
1 Newsletter Editor	1,600.00	1,600.00	-	1,600.00	-	
2 Newsletter-4500/Qtr/Printing/Labels...	9,300.00	9,300.00	-	9,300.00	-	
3 Newsletter-Postage	3,600.00	6,120.00	2,520.00	6,120.00	2,520.00	
4 Website Revitalization	3,000.00	3,000.00	-	3,000.00	-	
Total Community Outreach Expense:	\$ 17,500.00	20,020.00	2,520.00	20,020.00	2,520.00	
Other						
1 Telephone charges-Pac Bell/ATT/Web Hosting/ISP	5,300.00	6,500.00	1,200.00	5,300.00	-	Apply contingency for any overage
2 Office Supplies	4,000.00	4,100.00	100.00	4,000.00	-	" " " " "
3 Postage (non-newsletter)-General	2,000.00	2,500.00	500.00	2,000.00	-	" " " " "
4 Copier Lease - Lease - 1year	6,720.00	7,200.00	480.00	7,200.00	480.00	
5 Recruitment Advertising						
6 General PAC meeting room rent	100.00	100.00	-	100.00	-	
7 Refreshments for meetings-Food	1,440.00	1,500.00	60.00	1,440.00	-	" " " " "
8 Cleaning services	1,800.00	1,800.00	-	1,800.00	-	
9 Insurance Premium	1,200.00	1,200.00	-	1,200.00	-	
10 Subscriptions/Reference Materials	500.00	1,000.00	500.00	500.00	-	" " " " "
11 Office Equipment Repairs	500.00	1,000.00	500.00	500.00	-	" " " " "
Total Other Expenses:	\$ 23,560.00	26,900.00	3,340.00	24,040.00	480.00	
Total Operating Expenses	\$ 151,310.00	165,990.00	14,680.00	162,138.80	10,828.80	
Additional Overhead Expenses And Contingency - 2%						
	3,026.20	3,319.80	293.60	3,242.78	216.58	
Total PAC Contract Costs: (A, B, C)	\$ 154,336.20	\$ 169,309.80	14,973.60	\$ 165,381.58	11,045.38	
Non-Profit Agency Fiduciary Fee (10% of Total PAC Contract Cost)						
	15,433.62	16,930.98	1,497.36	16,538.16	1,104.54	
Total BUDGET	\$ 169,769.82	186,240.78	16,470.96	181,919.73	12,149.91	
Percentage increase						
			9.7%		7.2%	
Rent	23,690.00	19,378.95	(4,311.05)	19,379.00	(4,311.00)	
Total:	\$ 193,459.82	\$ 205,619.73	\$ 12,159.91	\$ 201,298.73	\$ 7,838.91	