



**Meeting Date:** August 18, 2023

**To:** Public Works Commission

**Through:** Carla Short, Interim Public Works Director  
DiJaida Durden, Deputy Director of Operations

**From:** Nicholas Crawford, Acting Superintendent Bureau of Urban Forestry

**Subject:** Tree Watering Workforce Development Program - Grant Modification

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**Director's Recommendation:** Approve a six-month extension from September 1, 2023 to February 29, 2024 of the existing Tree Watering Workforce Development Grant to San Francisco Clean City Coalition in order to continue tree watering services during the transition period to a new grantee.

**Grant Background:**

The existing Tree Watering Workforce Development Grant is held by San Francisco Clean City Coalition (SF Clean City) with a term end date of August 31, 2023. The Public Works Commission previously modified this grant agreement on June 2, 2023 with resolution 2023-0054 to extend the term of the agreement by 62 days until August 31, 2023 and increased the grant amount by \$361,958.10 for a total grant amount of \$4,488,800.10.

On May 9, 2023, the Tree Watering WFD RFP was issued with a July 5, 2023, deadline to submit proposals. On July 5, 2023, Public Works received two proposals for the Tree Watering WFD RFP with an intent to award one grant. City staff reviewed all proposals and determined that both were responsive and responsible. The responsive and responsible proposals were then evaluated and scored by a panel comprised of subject matter experts from San Francisco Public Works and UCSF. Proposer San Francisco Conservation Corps (SF Conservation Corps) was the highest ranked proposal for the Tree Watering WFD RFP based on the panelists scores and is recommended to the Public Works Commission to receive the new grant award.

**Reason for Modification:**

The results of the recent Tree Watering Workforce Development RFP require the transition of weekly tree watering responsibilities for 2,200 street trees from SF Clean City Coalition to SF Conservation Corps. The new grantee (SF Conservation Corps) communicated with Public Works their intention to carry out the responsibilities of the grant, however, the grantee requires time to upscale their operations before they take on responsibility for watering all 2,200 trees. SF Conservation Corps must source and acquire watering trucks as well as hire and train new staff and workforce participants to carry out the grant scope.

Given the critical importance of consistent tree watering to sustain newly planted street trees, the Department seeks a modification of the existing SF Clean City contract for a six-month period (September 1, 2023 – February 29, 2024). The Department believes it could take four months

before the new grantee, SF Conservation Corps, could begin watering trees and up to six months before assuming responsibility for all 2,200 trees currently being watered by the existing grantee.

To outline the practical implementation of this transition, SF Clean City would continue watering all trees currently under contract, plus new trees being planted each week, minus trees reaching establishment. As the new grantee has a workforce development crew and watering truck available, a route of approximately 400 geographically clustered trees at a time will be transferred to their responsibility. Since the grant is based on reimbursement of eligible expenses incurred by the grantee, the Department will maintain control of the funds and disperse only as eligible expenses are incurred. If the new grantee hires staff and acquires watering equipment faster than expected, this transfer would move more quickly than forecasted.

Given the lengthy lead times for purchasing trucks within the current new and used vehicle market, the Department is offering to help support SF Conservation Corps by sharing truck design specifications and rental supplier options. The Department’s expertise with watering best practices and training documents for watering crews will also be shared to fast track the new grantee’s onboarding. The existing grantee, SF Clean City, is willing to work with the Department to enable a smooth transition between grantees and is supportive of this proposed emergency modification.

**Grant Details:**

<b>Grant Contract Title:</b>	Citywide Tree Watering Services and Workforce Development Grant Program
<b>Grant Original Award Amount:</b>	\$535,000
<b>Grant Original Duration:</b>	Five months, with option to extend 24 months
<b>Grantee Name:</b>	San Francisco Clean City Coalition

**Summary of Grant Value:**

<b>Grant Amount</b>	<b>Amounts</b>
Original Grant Amount:	\$535,000
Previously Approved Cost Increases:	\$3,953,800.10
Requested Additional Increase in Grant Amount:	\$810,000
<b>Total Requested Grant Amount:</b>	<b>\$5,298,800.10</b>

<b>Grant Duration</b>	<b>Days</b>
Original Grant Duration:	150
Previously Approved Duration Increases:	792

Requested Additional Duration:	182
<b>Total Requested Grant Duration:</b>	<b>1124</b>

**Previously Approved Modifications:**

Modification	Amount	Extension (days)	Description
Original	\$535,000.00	150	
1	\$1,095,613	365	Twelve-month extension with accompanying budget increase.
2	\$412,118		Increased scope of work and accompanying budget
3			Replace budget (no change to grant amount/term)
4	\$2,084,111	365	Twelve-month extension with accompanying budget increase
5	\$361,95.10	62	Ensure service continues in the community while San Francisco Public Works completes the open, competitive procurement for the new grant program year.
<b>Total Approved Grant Values</b>	<b>\$4,488,800.10</b>	<b>942 days</b>	

<b>Grant Funding Sources:</b>	Prop L - Half-Cent Sales Tax for Transportation; CIP - Capital Improvement Program; COP - Certificates of Participation; Adopt-a-Tree Fund
<b>Compliance Information:</b>	Office of Attorney General Registry of Charitable Trust: Current as of 8/8/2023 Registered 501(c)(3) with the Internal Revenue Service City Supplier with Business Tax Registration Not on Red Flag nor Elevated Concern Status in the Nonprofit Monitoring and Capacity Building Program Report
<b>Related Commission Actions:</b>	The Public Works Commission previously modified this grant agreement on June 2, 2023 with resolution 2023-0054 to extend the

Tree Watering Workforce Development Program - Grant Modification  
Public Works Commission Meeting: August 18, 2023

	term of the agreement by 62 days until August 31, 2023 and increased the grant amount by \$361,958.10 for a total grant amount of \$4,488,800.10.
<b>Additional Information:</b>	NA
<b>Attachments:</b>	Attachment 1: Resolution-PW-ContractItem-167 Attachment 2: Citywide Tree Watering Program and WFD Program Grant Extension PPT

**PUBLIC WORKS COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO**

**RESOLUTION NO. \_\_\_\_\_**

WHEREAS, The Citywide Tree Watering Program and Workforce Development Program provides workforce development training for participants while training in tree establishment and watering services; and

WHEREAS, On January 29, 2021, San Francisco Public Works awarded a grant to San Francisco Clean City Coalition (No. 1000020774) in the amount of \$535,000 with a contract duration of 150 days, with the option to extend 24 months; and

WHEREAS, San Francisco Public Works approved on June 30, 2021, Modification no. 1 to extend the contract by 12 months and increase the contract amount by \$1,095,613; and

WHEREAS, San Francisco Public Works approved on November 5, 2021 Modification No. 2 to increase service with a corresponding budget increase of \$412,118; and

WHEREAS, San Francisco Public Works approved on March 21, 2022 Modification No. 3 to revise the budget with no change in grant amount or term; and

WHEREAS, San Francisco Public Works approved on June 30, 2022 Modification No. 4 to extend the contract by 12 months and increase the contract amount by \$2,084,111; and

WHEREAS, for agreements that expire on or before July 1, 2023, and for which no remaining purchasing authority exists, Departments are authorized to extend agreements for a period of 12 months and to increase the not-to-exceed amount of the agreement as necessary given the extension duration, in accordance with any applicable Charter requirements, but without complying with the competitive solicitation and procurement procedures in Chapter 21G per the ordinance in Board File No. 220392, enacting 21G.13; and

WHEREAS, Public Works Commission approved on June 2, 2023 Modification No. 5 to extend the contract by 62 days and increase the contract amount by \$361,958.10; and

WHEREAS, Grantee continues to provide training, employment, and workforce development opportunities; and now, therefore, be it

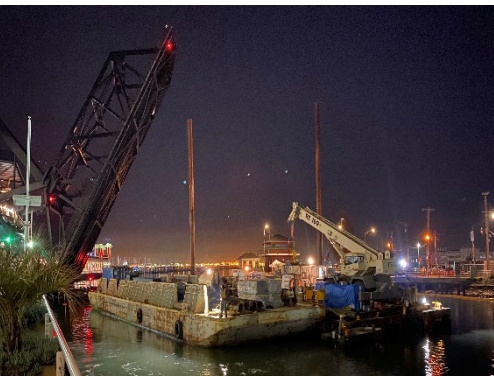
RESOLVED, That this Commission approves the request to extend the grant duration for 182 days to February 29, 2024; and

FURTHER RESOLVED, That this Commission approves the request to increase the grant for the amount of \$810,000 for a total Grant amount of \$5,298,800.10.

*I hereby certify that the foregoing resolution was adopted by the Public Works Commission at its meeting of \_\_\_\_\_.*

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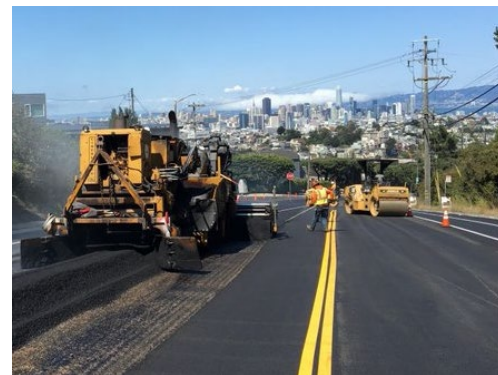
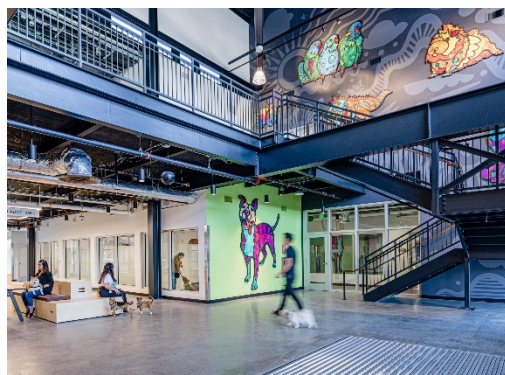
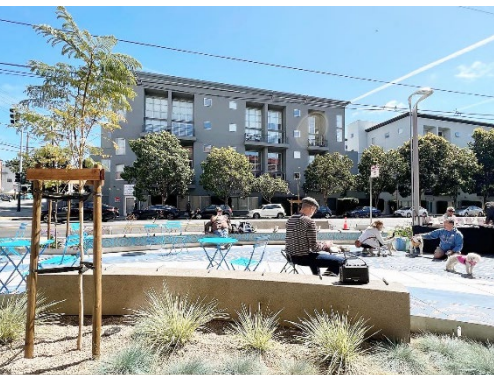
Commission Affairs Manager  
Public Works Commission



August 18, 2023

# Tree Watering Workforce Development Grant Award & Extension

Nicholas Crawford  
Acting Superintendent, Bureau of Urban Forestry



# Tree Watering Workforce Development Grant Award

Recommend Commission:

**Award Tree Watering Workforce Development Grant**

Amount:

**\$2,226,00.00**

Grant Duration:

**Twelve (12) Months**

**(September 1, 2023 – August 31, 2024)**

Grantee:

**San Francisco Conservation Corps (nonprofit)**

The San Francisco Conservation Corps motivates and connects youth with inspiring work, quality education, and a better future.

Reason:

**To carry out City's goal of increasing the street tree population by watering newly planted trees while developing career pathways for those facing barriers to employment.**



# Grant Overview and Scope of Work

**Background:** The grant will support a non-profit organization in operating and managing a tree watering workforce development program and support participants in developing careers beyond the program by connecting them to employment and apprenticeship opportunities at Public Works, other public agencies, non-profit partners, and private companies.

**Benefits:** The grant will provide paid training and employment to residents from disadvantaged communities in performing tree watering services.

**Details:** The grantee will water a minimum of 2,000 street trees throughout San Francisco as well as provide urban forestry job training, skills development and job placement support.

**Director's Recommendation:** Award the Tree Watering Workforce Development Contract to San Francisco Conservation Corps in the amount of \$2,226,000.



# Tree Watering Workforce Grant Award

Recommend Commission:

**Award Tree Watering Workforce Development Contract**

Amount:

**\$2,226,00.00**

Grant Duration:

**Twelve (12) Months**

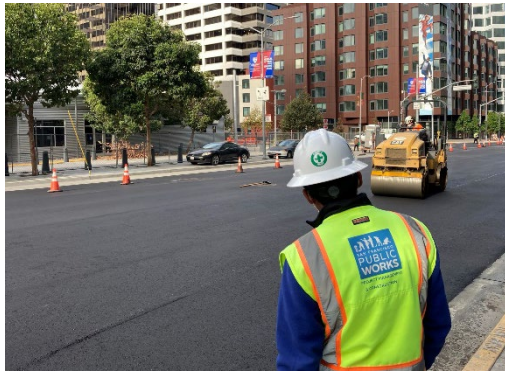
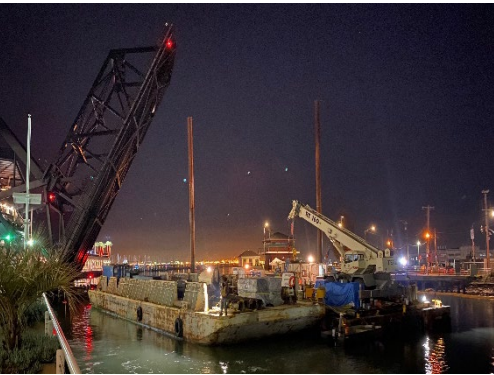
Grantee:

**San Francisco Conservation Corps (nonprofit)**

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Reason:

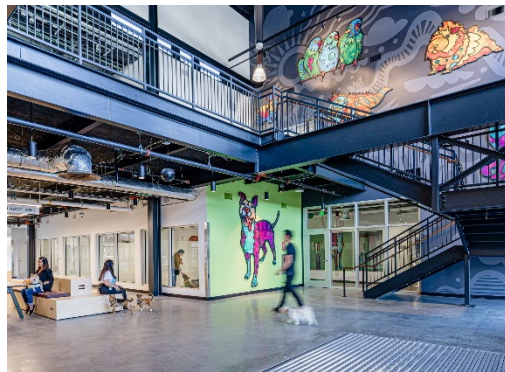
**To carry out City's goal of increasing the street tree population by watering newly planted trees while simultaneously developing career pathways for those facing barriers to employment.**



August 18, 2023

# Tree Watering Workforce Development Grant Extension

Nicholas Crawford  
Acting Superintendent of Bureau of Urban Forestry



# Tree Watering Workforce Development Grant Award and Extension

Recommend Commission:

**Extend and Increase Existing Citywide Tree Watering Workforce Development Grant**

Amount:

**\$810,000.00**

Grant Duration:

**Six Months**

**February 1, 2021 – February 29, 2024**

Grantee:

**San Francisco Clean City Coalition**

Reason:

**Extend and increase the existing grant to ensure watering services continue while the new grantee (San Francisco Conservation Corps) scales up their operations to assume full grant scope of work.**

# Grant Overview & Proposed Extension

**Grant Background:** The Tree Watering Workforce Development Grant provides training for participants by teaching practical job skills and offering robust career development tools for career growth after program completion.

**What and Where:** Given the critical importance of consistent tree watering to sustain newly planted street trees, the Department seeks a modification of the existing SF Clean City Coalition contract for a six-month period (September 1, 2023 – February 29, 2024). The Department believes it could take four months before the new grantee, SF Conservation Corps, could begin watering trees and up to six months before assuming responsibility for all 2,200 trees currently being watered by the existing grantee.

**Current Grant Amount:** \$4,488,800.10

**Current Grant Term:** Feb. 1, 2021, to August 31, 2023.

**Proposed Amendment:** Extend term for six months to February 29, 2023, and increase funding by \$810,000.00.

**Director's Recommendation:** Approve an increase of \$810,00.00 and extension of 182 days to the Tree Watering Workforce Development Grant and authorize the Director of Public Works to approve a total grant amount of \$5,298,800.

# Grant Overview & Scope of Work

Modification	Date Approved	Amount	Extension (days)	Reason
Original	3/3/2021	\$535,000.00	150	
1	6/30/2021	\$1,095,613.00	365	Twelve-month extension with accompanying budget increase
2	11/5/2021	\$412,118.00		Increased scope of work and accompanying budget
3	3/21/2022			Replace budget (no change to grant amount/term)
4	6/30/2022	\$2,084,111.00	365	Twelve-month extension with accompanying budget increase
5	6/2/2023	\$361,958.10	62	This two-month extension extends the existing grant term to ensure service continues in the community while San Francisco Public Works completes the open, competitive procurement for the new grant program year.
<b>Total Approved Grant Values</b>		<b>\$4,488,800.10</b>	<b>942</b>	
6	Requesting	\$810,000	182	Continue tree-watering service while the new grantee assumes tree watering responsibilities.

# Citywide Tree Watering Program and Workforce Development Grant Extension



# Tree Watering Workforce Development Grant Award and Extension

Recommend Commission:

**Extend and Increase Existing Citywide Tree Watering Workforce Development Grant**

Amount:

**\$810,000.00**

Grant Duration:

**Six Months**

**February 1, 2021 – February 29, 2024**

Grantee:

**San Francisco Clean City Coalition**

Reason:

**Extend and increase the existing grant to ensure watering services continue while the new grantee (San Francisco Conservation Corps) scales up their operations to assume full grant scope of work.**