

# Proposition Q Analysis

June 2019

Office of Contract Administration

3<sup>rd</sup> Quarter Fiscal Year 2018/2019

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C ontract  
A dministration

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# What are Prop Q Purchases?

Pursuant to Chapter 21.03(a) of the Administrative Code, the Purchaser has delegated signature and approval authority to City departments for certain classes of commodities and general services (currently up to \$10,000 including tax and shipping)\*. These purchases are commonly referred to citywide as “Delegated Departmental Purchases” or, more often, “Prop Q Purchases.”

When exercising their Prop Q purchasing authority, departments are allowed to make certain purchases without a competitive bidding process but must exercise “good judgement” when placing their orders.

The following report is a summary of the Prop Q purchases that were made during the last quarter. The Office of Contract Administration (OCA), in collaboration with the Controller’s Office, periodically review Prop Q transactions to ensure compliance with the stated rules and regulations associated with these purchases.

\* See, Rules and Regulation Pertaining to the San Francisco Administrative Code, Chapter 21, Regulation 21.03(a).



# Prop Q Purchases for 3<sup>rd</sup> Q FY 2018/19

## Quick Snapshot

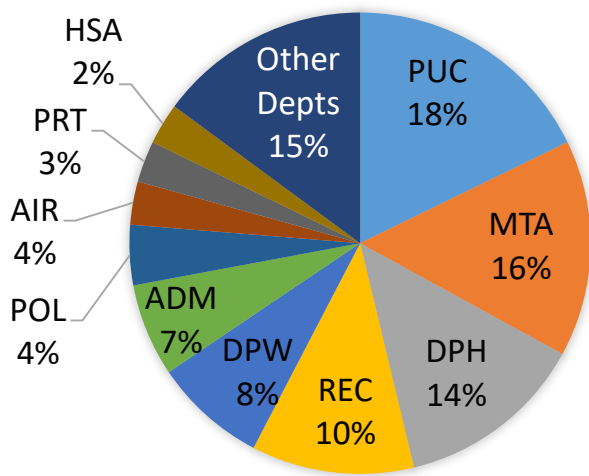
Total Prop Q Purchases (\$):	\$20.3 M
Total Prop Q Purchases from LBEs (\$):	\$5.6 M (28%)
Total Number of Transactions:	12,580
Total Number of Transactions with LBEs:	3830 (31%)
Total Number of Prop Q Vendors:	1665
Total Number of LBE Prop Q Vendors:	169 (10%)



# Proposition Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19) Total CCSF

\$20.3 Million	
12,580 Transactions	
LBE:	\$5.6 Million (28%)
Non-LBE:	\$14.7 Million (72%)

DEPARTMENT SPENDING  
% OF TOTAL PROP Q



## Top 10 Procurement Categories

Description	\$	% of Total
AUTOMOTIVE VEHICLES AND RELATED TRANSPORTATION EQUIPMENT	\$2,555,658	13%
General Maintenance and Repair, Vehicle	\$400,912	2%
HOSPITAL AND SURGICAL EQUIPMENT, INSTRUMENTS, AND SUPPLIES	\$341,218	2%
PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	\$337,809	2%
HARDWARE AND RELATED ITEMS	\$237,726	1%
Repair Kits, Hospital and Medical Equipment	\$236,311	1%
CHEMICALS AND SOLVENTS, COMMERCIAL (IN BULK)	\$228,247	1%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$224,560	1%
JANITORIAL SUPPLIES, GENERAL LINE, ENVIRONMENTALLY CERTIFIED	\$214,592	1%
ELECTRICAL EQUIPMENT AND SUPPLIES (EXCEPT CABLE AND WIRE)	\$203,670	1%



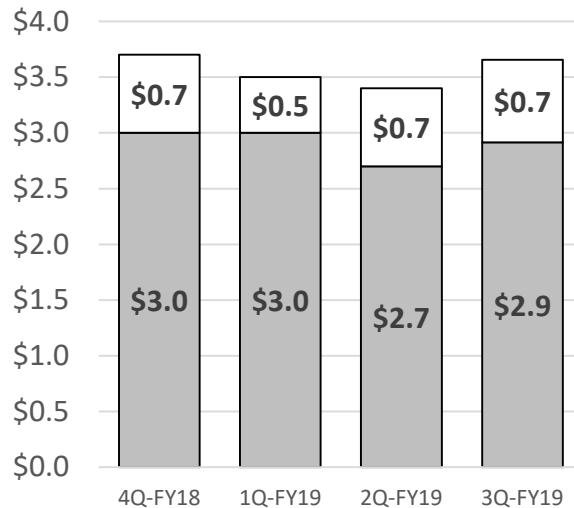
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

PUC

<b>\$3.6 Million</b>	
2952 Transactions	
LBE:	\$740,325
Non-LBE:	\$2,914,136

Top 10 Procurement Categories		
Description	\$	% of Total
PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	\$177,221	5%
ELECTRICAL EQUIPMENT AND SUPPLIES (EXCEPT CABLE AND WIRE)	\$159,356	4%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$129,235	4%
CHEMICALS AND SOLVENTS, COMMERCIAL (IN BULK)	\$126,381	3%
MISCELLANEOUS PRODUCTS (NOT OTHERWISE CLASSIFIED)	\$84,641	2%
Water Treatment Equipment (Not Otherwise Classified)	\$69,200	2%
MISCELLANEOUS SERVICES, NO. 1 (NOT OTHERWISE CLASSIFIED)	\$68,995	2%
MACHINERY AND HARDWARE, INDUSTRIAL	\$67,245	2%
CLOTHING: ATHLETIC, CASUAL, DRESS, UNIFORM, WEATHER AND WORK	\$59,971	2%
FIRST AID AND SAFETY EQUIPMENT AND SUPPLIES (EXCEPT NUCLEAR)	\$52,509	1%

## Prop Q Spend per Quarter\*



■ Non-LBE □ LBE

\* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
R & B COMPANY	\$176,396	5%
GILMORE SERVICES	\$135,761	4%
UNIVAR USA INC	\$112,213	3%
GOVERNMENT SCIENTIFIC SOURCE	\$109,442	3%
EVANTEC CORP	\$108,046	3%
POWER PLANT SUPPLY	\$83,209	2%
FAVOUR PC	\$81,932	2%
SHAPE INC	\$78,815	2%
CEDAR SALES	\$78,027	2%
S & S SUPPLIES & SOLUTIONS	\$71,264	2%

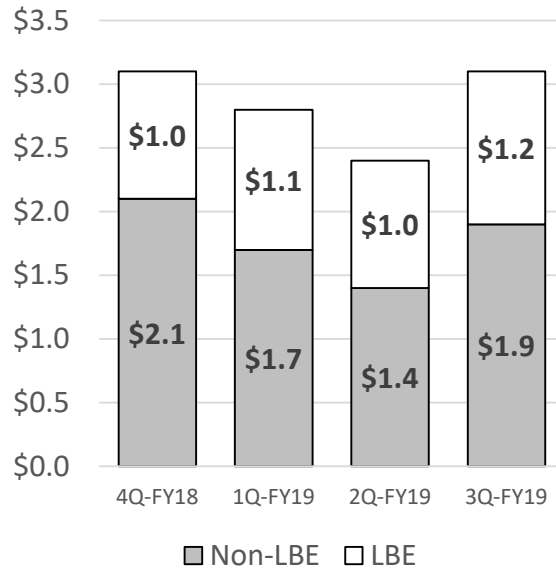
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

MTA

<b>\$3.1 Million</b>	
<b>1205 Transactions</b>	
<b>LBE:</b>	<b>\$1,200,124</b>
<b>Non-LBE:</b>	<b>\$1,979,437</b>

Top 10 Procurement Categories		
Description	\$	% of Total
AUTOMOTIVE VEHICLES AND RELATED TRANSPORTATION EQUIPMENT	\$2,539,504	80%
General Maintenance and Repair, Vehicle (Not Otherwise Class	\$400,619	13%
Instructor-led, Classroom Training (Technical)	\$29,670	1%
ALL CATEGORIES	\$29,252	1%
Newspaper and Publication Advertising	\$12,508	0%
COMPUTER SOFTWARE FOR MICROCOMPUTERS (PREPROGRAMMED)	\$12,197	0%
HARDWARE AND RELATED ITEMS	\$12,197	0%
Electrical	\$11,857	0%
Thermometers, Pavement and Thermoplastic	\$9,548	0%
Posture Chairs (Ergonomic)	\$9,333	0%

**Prop Q Spend per Quarter\***



\* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
VORTECH INDUSTRIES	\$706,846	22%
WESTWIND TRADING CO	\$284,446	9%
CUMMINS PACIFIC LLC	\$232,832	7%
INDUSTRIAL SOLUTIONS	\$203,742	6%
MALLORY SAFETY & SUPPLY LLC	\$108,002	3%
ROYAL BRASS INC	\$89,536	3%
PREVOST CAR (US) INC	\$86,834	3%
T & S TRADING & ENTERPRISE CO	\$72,203	2%
VEHICLE MAINTENANCE PROGRAM INC	\$68,453	2%
PENINSULA COLOR SERVICE LLC	\$51,762	2%

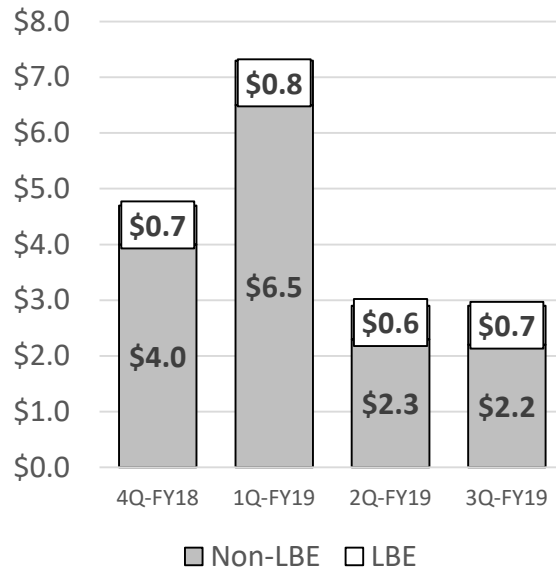
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

DPH

<b>\$2.9 Million</b>	
<b>1999 Transactions</b>	
LBE:	<b>\$701,291</b>
Non-LBE:	<b>\$2,216,972</b>

Top 10 Procurement Categories		
Description	\$	% of Total
HOSPITAL AND SURGICAL EQUIPMENT, INSTRUMENTS, AND SUPPLIES	\$331,277	11%
Repair Kits, Hospital and Medical Equipment	\$236,311	8%
JANITORIAL SUPPLIES, GENERAL LINE, ENVIRONMENTALLY CERTIFIED	\$213,929	7%
Medical and Dental Equipment and Supplies	\$167,932	6%
ALL CATEGORIES	\$97,589	3%
FURNITURE: OFFICE	\$85,648	3%
Health Care Services (Not Otherwise Classified)	\$51,365	2%
Hospital Services, Inpatient and Outpatient	\$50,738	2%
Well Equipment and Supply Manufacturing Services (Oil, Gas, etc.)	\$49,450	2%
DRUGS AND PHARMACEUTICALS	\$37,407	1%

## Prop Q Spend per Quarter\*



Top 10 Vendors		
Description	\$	% of Total
SANTORA SALES	\$192,714	7%
PIVOT INTERIORS INC	\$74,525	3%
CME	\$64,033	2%
S F DENTAL SUPPLY LLC	\$62,996	2%
GOLDEN GATE NEUROMONITORING LLC	\$57,796	2%
NATIONAL RESEARCH CORP	\$52,539	2%
TOPTEK MICRO CENTER INC	\$51,439	2%
HELUNA HEALTH	\$50,500	2%
IRHYTHM TECHNOLOGIES INC	\$49,450	2%
CALIFORNIA TRANSPLANT SERVICES INC	\$40,990	1%

\* \$ in millions



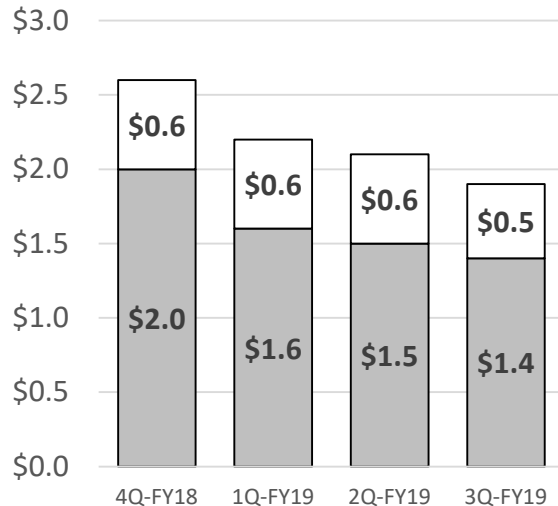
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

REC

<b>\$1.9 Million</b>	
<b>953 Transactions</b>	
LBE:	<b>\$548,174</b>
Non-LBE:	<b>\$1,415,229</b>

Top 10 Procurement Categories		
Description	\$	% of Total
HARDWARE AND RELATED ITEMS	\$95,342	5%
Sports	\$72,709	4%
JANITORIAL SUPPLIES, GENERAL LINE	\$65,535	3%
AMUSEMENT, DECORATIONS, ENTERTAINMENT, GIFTS, TOYS, ETC.	\$53,778	3%
NURSERY (PLANTS) STOCK, EQUIPMENT, AND SUPPLIES	\$49,286	3%
ELECTRICAL CABLES AND WIRES (NOT ELECTRONIC)	\$43,962	2%
PUMPING EQUIPMENT AND ACCESSORIES	\$42,054	2%
AGRICULTURAL EQUIPMENT AND IMPLEMENT PARTS	\$41,715	2%
Uniforms, Synthetic Fabric	\$40,694	2%
Maintenance and Repair, Golf Course	\$39,603	2%

**Prop Q Spend per Quarter\***



■ Non-LBE □ LBE

\* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
The Urban Farmer Store, LP	\$75,451	4%
DISTRICT 1 SF SOCCER REFEREE ASSOC	\$70,072	4%
TURF STAR INC	\$53,070	3%
ACME SURPLUS STORE	\$52,773	3%
BERONIO LUMBER CO	\$51,417	3%
ALPINE AWARDS AND ADVERTISING INC	\$44,051	2%
SANTORA SALES	\$43,354	2%
GUZMAN SPORT SHOP	\$42,321	2%
PACIFIC NURSERIES	\$41,913	2%
ROMEO PACKING CO	\$41,886	2%



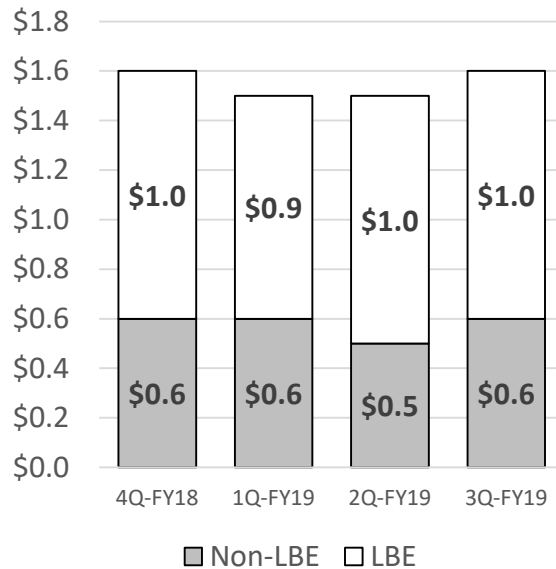
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

DPW

<b>\$1.6 Million</b>	
<b>1808 Transactions</b>	
<b>LBE:</b>	<b>\$1,081,769</b>
<b>Non-LBE:</b>	<b>\$585,721</b>

Top 10 Procurement Categories		
Description	\$	% of Total
Personal Protective Equipment (PPE), (Bloodborne Pathogen)	\$98,334	6%
CHEMICALS AND SOLVENTS, COMMERCIAL (IN BULK)	\$91,614	5%
PLUMBING EQUIPMENT, FIXTURES, AND SUPPLIES	\$62,866	4%
HVAC Equipment, Accessories and Supplies	\$49,906	3%
HARDWARE AND RELATED ITEMS	\$45,259	3%
Construction Materials (Not Otherwise Classified)	\$41,864	3%
FIRST AID AND SAFETY EQUIPMENT AND SUPPLIES (EXCEPT NUCLEAR	\$39,000	2%
HAND TOOLS (POWERED AND NON-POWERED), ACCESSORIES AND SUPPLIES)	\$38,070	2%
Gloves: Latex, Plastic, PVC, Poly, Synthetic, Vinyl, etc.	\$36,123	2%
Traffic Cones, Lane Markers, and Barricades (Portable)	\$34,610	2%

## Prop Q Spend per Quarter\*



\* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
YOUR GREEN SOURCE LLC	\$231,082	14%
SPEEDY'S HARDWARE	\$208,866	13%
SIGILLO SUPPLY INC	\$117,594	7%
JMI SOURCING LLC	\$72,652	4%
R & H WHOLESALE SUPPLY INC	\$70,914	4%
PEACOCK INTERIORS & GALLERY INC	\$50,255	3%
MALLORY SAFETY & SUPPLY LLC	\$46,466	3%
FLUID GAUGE COMPANY	\$42,154	3%
CENTER HARDWARE CO INC	\$40,269	2%
III GENERATION FENCE	\$36,587	2%

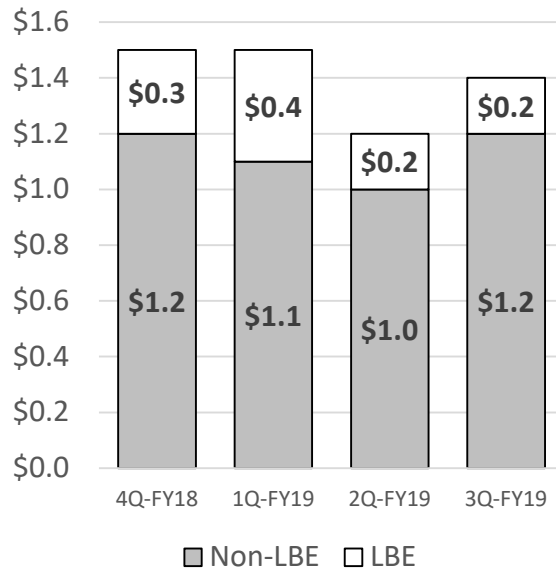
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

ADM

<b>\$1.4 Million</b>	
<b>685 Transactions</b>	
LBE:	<b>\$281,090</b>
Non-LBE:	<b>\$1,200,964</b>

Top 10 Procurement Categories		
Description	\$	% of Total
Parts and Accessories, Automotive, Miscellaneous	\$146,418	10%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$87,318	6%
Toilet Tissues, Paper Towels, and Toilet Seat Covers	\$39,824	3%
EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR AUTOMOBILES	\$31,033	2%
AUTOMOTIVE AND TRAILER EQUIPMENT AND PARTS	\$24,641	2%
Pharmaceuticals, Veterinary, Animal: Drugs, Vaccines, etc.	\$24,282	2%
Storage Space Rental or Lease	\$23,619	2%
Boiler Parts and Accessories (Not Otherwise Listed)	\$23,222	2%
HARDWARE AND RELATED ITEMS	\$22,704	2%
OFFICE SUPPLIES, GENERAL	\$22,680	2%

Prop Q Spend per Quarter\*



\* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
WAXIE SANITARY SUPPLY	\$62,299	4%
GRAINGER	\$54,335	4%
VORTECH INDUSTRIES	\$49,300	3%
KIMBALL MIDWEST	\$44,874	3%
SOUTHLAND MEDICAL LLC	\$44,826	3%
SANTORA SALES	\$38,851	3%
ACCO ENGINEERED SYSTEMS INC	\$31,871	2%
EMCOR SERVICE/MESA ENERGY SYSTEMS INC	\$31,641	2%
R F MACDONALD CO	\$26,536	2%
SUPPLYWORKS	\$25,898	2%

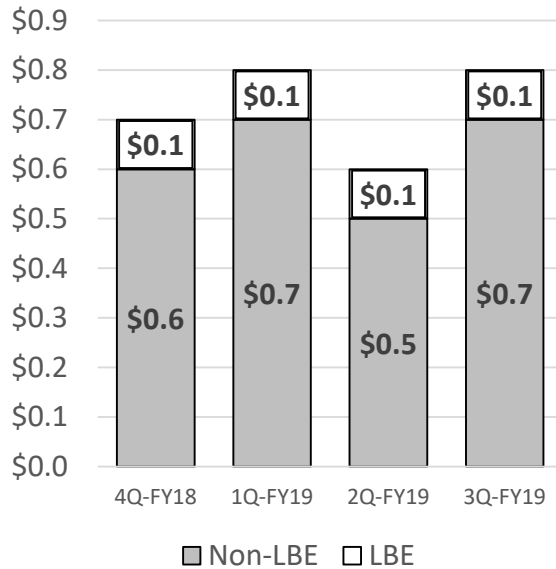
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

POL

<b>\$749K</b>	
479 Transactions	
LBE:	\$40,694
Non-LBE:	\$709,118

Top 10 Procurement Categories		
Description	\$	% of Total
POLICE AND PRISON EQUIPMENT AND SUPPLIES	\$82,594	11%
Gasoline, Aviation (Including Jet Fuel)	\$64,356	9%
Service Charges	\$40,715	5%
BOATS, MOTORS, AND MARINE EQUIPMENT	\$28,217	4%
MISCELLANEOUS SERVICES, NO. 2 (NOT OTHERWISE CLASSIFIED)	\$24,017	3%
Telecommunication Services (Not Otherwise Classified)	\$19,022	3%
Desks and Tables, Metal	\$17,095	2%
Cabinets, Counters, Stands, Tables, etc.	\$16,438	2%
Food	\$14,908	2%
Badges and Emblems, Metal: Cap, Game Wardens', Officers'	\$14,441	2%

Prop Q Spend per Quarter\*



Top 10 Vendors		
Description	\$	% of Total
BLAISDELL'S BUSINESS PRODUCTS	\$157,635	21%
FERRELLGAS LP	\$64,356	9%
L C ACTION POLICE SUPPLY	\$43,408	6%
KEEFE KAPLAN MARITIME INC	\$25,993	3%
MEK ENTERPRISES INC	\$25,255	3%
T-MOBILE WEST CORP DBA T-MOBILE	\$19,022	3%
WEST MARINE PRODUCTS INC/WEST MARINE PRO	\$17,560	2%
LIFE-ASSIST INC	\$15,380	2%
IRVINE & JACHENS INC	\$14,441	2%
FLETCOR TECHNOLOGIES DBA CHEVRON	\$14,075	2%

\* \$ in millions

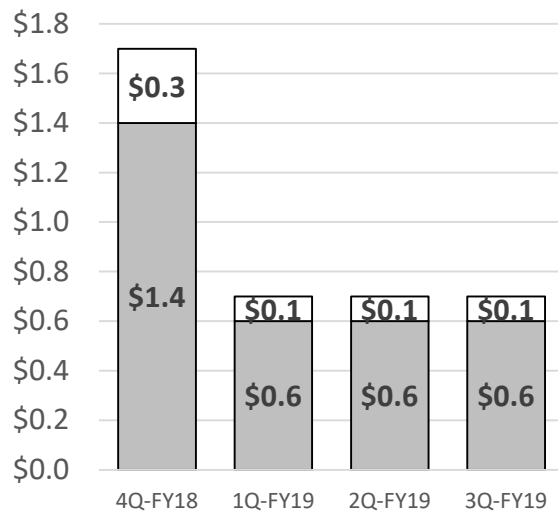
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

AIR

<b>\$737K</b>	
<b>275 Transactions</b>	
<b>LBE:</b>	<b>\$144,318</b>
<b>Non-LBE:</b>	<b>\$592,722</b>

Top 10 Procurement Categories		
Description	\$	% of Total
BUILDER'S SUPPLIES	\$35,445	5%
AIR CONDITIONING, HEATING, AND VENTILATING EQUIPMENT, PARTS	\$31,502	4%
PRINTING AND TYPESETTING SERVICES	\$25,931	4%
BUILDING MAINTENANCE, INSTALLATION AND REPAIR SERVICES	\$25,276	3%
Buttons, Delineators, Reflectors, etc., Reflectorized	\$22,646	3%
FOODS: PERISHABLE	\$21,842	3%
Toilet Tissues, Paper Towels, and Toilet Seat Covers	\$19,835	3%
Cameras and Accessories, Aerial Photograph	\$18,458	3%
Transportation of Goods and Other Freight Services	\$18,360	2%
EDUCATIONAL SERVICES	\$16,974	2%

Prop Q Spend per Quarter\*



\* \$ in millions  Non-LBE  LBE

Top 10 Vendors		
Description	\$	% of Total
INTERSTATE TRAFFIC CONTROL PRODUCTS INC	\$60,782	8%
BEARING ENGINEERING CO	\$28,443	4%
ADORA CORP	\$26,431	4%
PACIFIC DOOR & CLOSER CO	\$25,839	4%
CAPTIVATING GRAPHICS SOLUTIONS INC	\$22,736	3%
GILMORE SERVICES	\$21,757	3%
RESOURCE SUPPLY LLC	\$19,079	3%
MOORE'S ELECTRONICS INC	\$18,813	3%
SAN FRANCISCO PAINTSOURCE INC	\$16,910	2%
SHIP ART INTERNATIONAL	\$15,795	2%



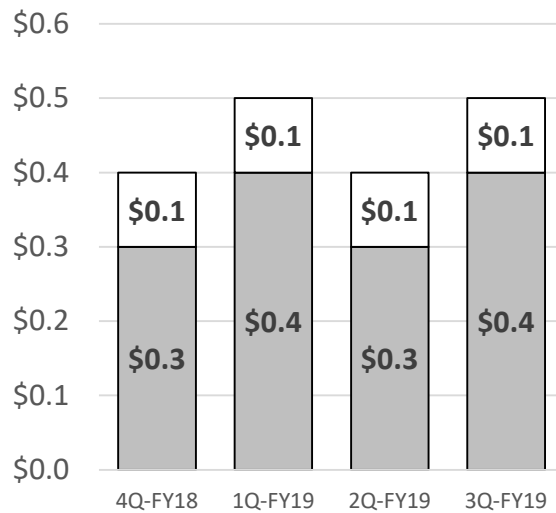
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

PRT

<b>\$528K</b>	
<b>449 Transactions</b>	
LBE:	<b>\$144,201</b>
Non-LBE:	<b>\$384,296</b>

Top 10 Procurement Categories		
Description	\$	% of Total
SECURITY, FIRE, SAFETY, AND EMERGENCY SERVICES	\$81,042	15%
Towing Services, Marine	\$30,158	6%
EQUIPMENT MAINTENANCE AND REPAIR SERVICES FOR GENERAL EQUIPM	\$20,798	4%
PAINT, PROTECTIVE COATINGS, VARNISH, WALLPAPER, AND RELATED	\$20,375	4%
Pipe, Steel	\$17,430	3%
Consulting Services (Not Otherwise Classified)	\$16,246	3%
HAND TOOLS (POWERED AND NON-POWERED), ACCESSORIES AND SUPPLIES)	\$15,423	3%
Souvenirs: Promotional, Advertising, etc.	\$14,068	3%
OFFICE SUPPLIES, GENERAL	\$12,503	2%
FURNITURE: OFFICE	\$11,771	2%

Prop Q Spend per Quarter\*



\* \$ in millions  Non-LBE  LBE

Top 10 Vendors		
Description	\$	% of Total
ALLIED UNIVERSAL SECURITY SERVICES	\$79,618	15%
RESOURCE SUPPLY LLC	\$27,679	5%
THOLL FENCE INC	\$18,925	4%
KH PLUMBING SUPPLY INC	\$17,495	3%
ALL-CAL EQUIPMENT SERVICES INC	\$17,278	3%
GRAINGER	\$16,938	3%
SILVERADO CONTRACTORS INC	\$14,548	3%
C S I PAINT	\$13,708	3%
CENTRAL BUILDERS SUPPLY	\$10,864	2%
BECK ELECTRIC SUPPLY	\$10,766	2%

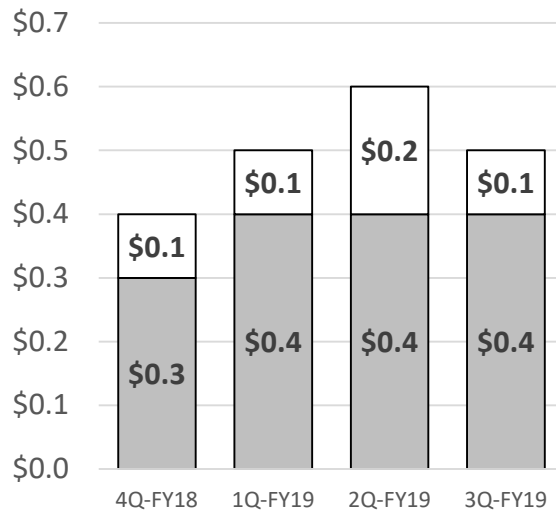
# Prop Q Procurement Analysis (3<sup>rd</sup> Q Fiscal Year 2018/19)

HSA

<b>\$479K</b>	
<b>289 Transactions</b>	
<b>LBE:</b>	<b>\$89,298</b>
<b>Non-LBE:</b>	<b>\$390,149</b>

Top 10 Procurement Categories		
Description	\$	% of Total
Hauling Services	\$57,524	12%
Furnishings (Not Otherwise Classified)	\$26,583	6%
Professional Services (Not Otherwise Classified)	\$20,339	4%
Hardware	\$17,862	4%
OFFICE SUPPLIES, GENERAL	\$17,227	4%
Training, Computer Based (Software Supported)	\$16,475	3%
Wall Panels, Modular, Insulated	\$13,960	3%
Instructor-led, Classroom Training (Technical)	\$13,035	3%
PRINTING AND TYPESETTING SERVICES	\$11,890	2%
Decontamination Services (Incl. Hazardous Material Decontamination)	\$10,632	2%

Prop Q Spend per Quarter\*



\* \$ in millions  Non-LBE  LBE

Top 10 Vendors		
Description	\$	% of Total
M&M HAULING & HEAVY CLEANING CO	\$46,571	10%
VITAL RESTORATION	\$20,578	4%
CENVEO CORPORATION	\$19,452	4%
RESOURCE DESIGN INTERIORS	\$18,519	4%
APEX INDUSTRIAL	\$16,722	3%
GLOBAL KNOWLEDGE TRAINING LLC	\$15,936	3%
GRAINGER	\$14,954	3%
APPLIED AIR FILTERS	\$13,847	3%
A&H DOOR & ACCESS CONTROL	\$12,904	3%
James Standfield Catering	\$11,113	2%

DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBES	% OF TOTAL
ADM	\$1,482,054	\$281,090	19%
ADP	\$90,721	\$184	0%
AIR	\$737,040	\$144,318	20%
ART	\$107,614	\$3,834	4%
ASR	\$26,318	\$206	1%
BOA	\$3,744	\$106	3%
BOS	\$20,401	\$10,176	50%
CAT	\$17,447	\$1,262	7%
CFC	\$10,289	\$0	0%
CHF	\$41,022	\$8,874	22%
CON	\$34,841	\$1,194	3%
CPC	\$86,897	\$5,645	6%
CSS	\$10,810	\$194	2%
DAT	\$28,287	\$6,496	23%
DBI	\$31,925	\$7,680	24%
DEM	\$55,870	\$12,929	23%
DPA	\$41,464	\$22,117	53%
DPH	\$2,918,263	\$701,291	24%
DPW	\$1,667,490	\$1,081,769	65%
ECN	\$45,628	\$12,648	28%
ENV	\$38,280	\$6,878	18%
ETH	\$12,006	\$4,452	37%





DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBEs	% OF TOTAL
FIR	\$461,505	\$85,458	19%
HOM	\$46,207	\$6,404	14%
HRC	\$14,368	\$0	0%
HRD	\$250,568	\$4,461	2%
HSA	\$479,447	\$89,298	19%
HSS	\$39,259	\$26,667	68%
JUV	\$115,474	\$24,699	21%
LIB	\$326,316	\$61,922	19%
LLB	\$381	\$0	0%
MTA	\$3,179,561	\$1,200,124	38%
MYR	\$52,403	\$11,190	21%
PDR	\$32,538	\$10,455	32%
POL	\$749,812	\$40,694	5%
PRT	\$528,496	\$144,201	27%
PUC	\$3,654,461	\$740,325	20%
REC	\$1,963,402	\$548,174	28%
REG	\$28,225	\$1,000	4%
RET	\$15,755	\$0	0%
RNT	\$9,719	\$7,280	75%
SHF	\$444,063	\$110,778	25%
TIS	\$360,389	\$176,357	49%
TTX	\$17,636	\$367	2%
WAR	\$86,748	\$23,322	27%
WOM	\$904	\$0	0%



# Questions

If you have any questions regarding any of the information contained in this report please contact Jessica Leslie at 415-554-7799  
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