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Proposition Q Analysis

December 2019
Office of Contract Administration

1st Quarter Fiscal Year 2019/2020

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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 1st Q FY 2019/20

Quick Snapshot

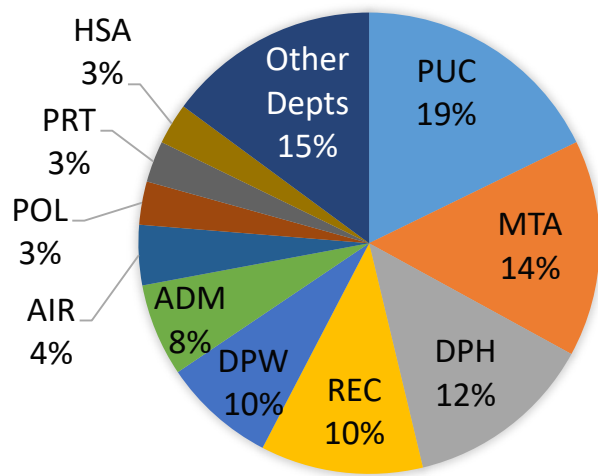
Total Prop Q Purchases (\$):	\$19.2 M
Total Prop Q Purchases from LBEs (\$):	\$4.7 M (25%)
Total Number of Transactions:	11,849
Total Number of Transactions with LBEs:	3275 (28%)
Total Number of Prop Q Vendors:	1596
Total Number of LBE Prop Q Vendors:	152 (10%)



Proposition Q Procurement Analysis (Q1 Fiscal Year 2019/20) Total CCSF

\$19.2 Million	
11849 Transactions	
LBE:	\$4.7 Million (25%)
Non-LBE:	\$14.5 Million (75%)

**DEPARTMENT SPENDING
% OF TOTAL PROP Q**



Top 10 Procurement Categories

Description	\$	% of Total
Automotive Vehicles And Related Transportation Equipment	\$2,102,467	11%
Plumbing Equipment, Fixtures, And Supplies	\$418,958	2%
Hospital And Surgical Equipment, Instruments, And Supplies	\$402,909	2%
General Maintenance And Repair, Vehicle	\$383,918	2%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$374,280	2%
Parts And Accessories, Automotive, Miscellaneous	\$324,016	2%
Janitorial Supplies, General Line	\$261,206	1%
Hardware And Related Items	\$211,202	1%
Office Supplies, General	\$203,060	1%
Food	\$200,182	1%



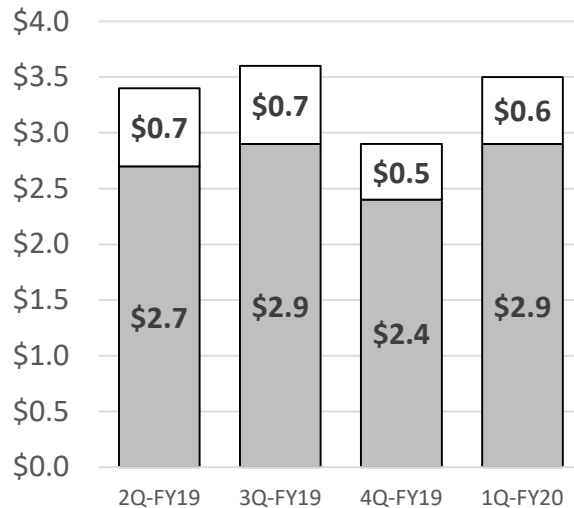
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

PUC

\$3.6 Million	
2721 Transactions	
LBE:	\$617,773
Non-LBE:	\$2,950,562

Top 10 Procurement Categories		
Description	\$	% of Total
Plumbing Equipment, Fixtures, And Supplies	\$244,322	7%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$237,780	7%
Electrical Equipment And Supplies (Except Cable And Wire)	\$95,349	3%
Machinery And Hardware, Industrial	\$90,082	3%
Analyzers And Accessories	\$71,284	2%
Miscellaneous Products (Not Otherwise Classified)	\$63,628	2%
First Aid And Safety Equipment And Supplies	\$63,499	2%
Miscellaneous Services, No. 1 (Not Otherwise Classified)	\$58,129	2%
Plumbing Equipment And Supplies	\$57,831	2%
Food	\$56,339	2%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
R & B Company	\$251,239	7%
Evantec Corp	\$140,088	4%
Cal-steam A Wolseley Company	\$130,965	4%
Gilmore Services, LLC	\$95,650	3%
VWR International LLC	\$87,668	2%
Government Scientific Source	\$83,256	2%
Mallory Safety & Supply LLC	\$76,361	2%
Bearing Engineering Co	\$71,044	2%
Cedar Sales	\$69,304	2%
Vortech Industries	\$62,441	2%

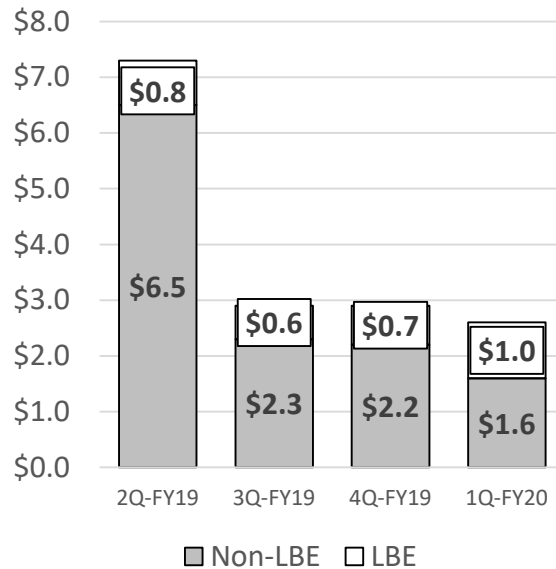
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

MTA

\$2.7 Million	
999 Transactions	
LBE:	\$1,097,533
Non-LBE:	\$1,650,637

Top 10 Procurement Categories		
Description	\$	% of Total
Automotive Vehicles And Related Transportation Equipment	\$2,082,136	76%
General Maintenance And Repair, Vehicle (Not Otherwise Class	\$383,846	14%
Newspaper And Publication Advertising	\$20,392	1%
Computer Software For Mini And Mainframe Computers	\$19,672	1%
All Categories	\$16,290	1%
Traffic Signals And Equipment, Electric Parts	\$13,915	1%
Hardware	\$12,423	0%
Signs, Miscellaneous (Not Otherwise Classified)	\$11,105	0%
Systems Environmental Monitor For Computer Rooms	\$10,958	0%
Electrical	\$10,808	0%

Prop Q Spend per Quarter*



Top 10 Vendors		
Description	\$	% of Total
Vortech Industries	\$549,194	20%
Westwind Trading Co	\$263,274	10%
Industrial Solutions	\$245,771	9%
Cummins Inc	\$173,555	6%
T & S Trading & Enterprise Co	\$96,515	4%
Mallory Safety & Supply LLC	\$77,971	3%
Prevost Car (Us) Inc	\$62,647	2%
Grainger	\$55,287	2%
Aldran Chemical Inc	\$45,861	2%
Selective Transit Parts	\$45,287	2%

* \$ in millions

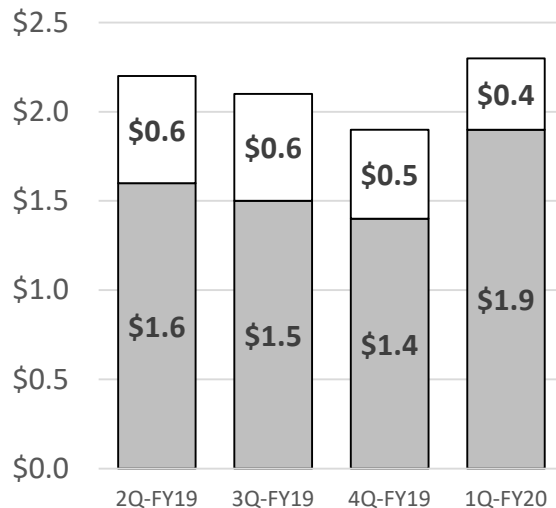
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

DPH

\$2.3 Million	
1567 Transactions	
LBE:	\$406,400
Non-LBE:	\$1,945,454

Top 10 Procurement Categories		
Description	\$	% of Total
Hospital And Surgical Equipment, Instruments, And Supplies	\$392,652	17%
Medical And Dental Equipment And Supplies	\$170,151	7%
Repair Kits, Hospital And Medical Equipment	\$83,082	4%
Well Equipment And Supply Manufacturing Services (Oil, Gas, Etc.)	\$79,120	3%
Janitorial Supplies, General Line, Environmentally Certified	\$70,396	3%
Plumbing Equipment, Fixtures, And Supplies	\$57,530	2%
Alarm Equipment Maintenance/Repair (Fire, Etc.)	\$46,798	2%
All Categories	\$40,070	2%
Drugs And Pharmaceuticals	\$38,867	2%
Orthopedic Equipment: Bone Plates, Bone Saws, And Cast Cutters	\$37,506	2%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Nuvasive Inc	\$107,904	5%
Irhythm Technologies Inc	\$79,120	3%
Osiris Therapeutics Inc	\$53,300	2%
Abco Mechanical Contractors Inc	\$52,637	2%
Santora Sales	\$48,609	2%
S F Dental Supply LLC	\$46,685	2%
Good Life Rx Pharmacy	\$44,418	2%
Toptek Micro Center Inc	\$40,393	2%
Core Power Services Inc	\$36,314	2%
Cube Solutions	\$35,689	2%

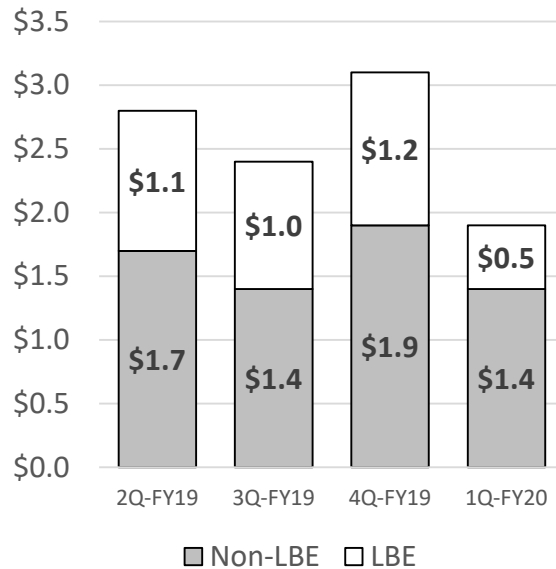
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

REC

\$1.9 Million	
842 Transactions	
LBE:	\$496,414
Non-LBE:	\$1,411,543

Top 10 Procurement Categories		
Description	\$	% of Total
Janitorial Supplies, General Line	\$144,886	8%
Hardware And Related Items	\$105,492	6%
Amusement, Decorations, Entertainment, Gifts, Toys, Etc.	\$64,521	3%
Cameras, Movie; And Accessories	\$59,039	3%
Sand And Gravel	\$48,121	3%
Maintenance And Repair, Golf Course	\$46,327	2%
Irrigation Systems, Supplies, Parts, And Accessories	\$40,215	2%
Fertilizer	\$39,311	2%
Nursery (Plants) Stock, Equipment, And Supplies	\$38,047	2%
Consulting Services	\$35,606	2%

Prop Q Spend per Quarter*



* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Romeo Packing Co	\$100,022	5%
The Urban Farmer Store, LP	\$84,242	4%
San Francisco Parks Alliance	\$70,582	4%
Santora Apartment & Building Supplies	\$62,939	3%
Santora Sales	\$53,379	3%
Turf Star Inc	\$50,589	3%
Brown Sand Inc	\$47,844	3%
Central Builders Supply	\$46,729	2%
Recreation Safari	\$40,260	2%
Pacific Nurseries	\$39,350	2%

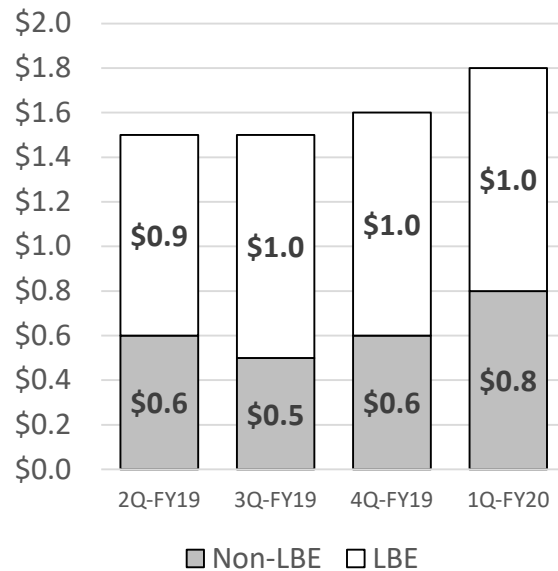
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

DPW

\$1.8 Million	
1865 Transactions	
LBE:	\$981,632
Non-LBE:	\$880,043

Top 10 Procurement Categories		
Description	\$	% of Total
Chemicals And Solvents, Commercial (In Bulk)	\$139,864	8%
Rental Or Lease Services Of Agricultural, Aircraft, Airport,	\$66,656	4%
Personal Protective Equipment (PPE), (Bloodborne Pathogen Pr)	\$65,918	4%
HVAC Equipment, Accessories And Supplies	\$64,347	3%
Plumbing Equipment, Fixtures, And Supplies	\$59,788	3%
Hand Tools (Powered And Non-powered), Accessories And Supplies	\$59,655	3%
Construction Materials (Not Otherwise Classified)	\$46,811	3%
Paint, Protective Coatings, Varnish, Wallpaper, And Related	\$38,007	2%
Rags, Shop Towels, And Wiping Cloths	\$37,315	2%
Gloves: Latex, Plastic, PVC, Poly, Synthetic, Vinyl, Etc.	\$35,405	2%

Prop Q Spend per Quarter*



Top 10 Vendors		
Description	\$	% of Total
United Laboratories Inc	\$161,099	9%
Speedy's Hardware	\$134,786	7%
Your Green Source LLC	\$107,470	6%
Sigillo Supply Inc	\$81,897	4%
Fluid Gauge Company	\$79,399	4%
Jmi Sourcing LLC	\$77,903	4%
Mallory Safety & Supply LLC	\$71,975	4%
R & H Wholesale Supply Inc	\$69,872	4%
Peacock Interiors & Gallery Inc	\$65,391	4%
Center Hardware Co Inc	\$51,257	3%

* \$ in millions

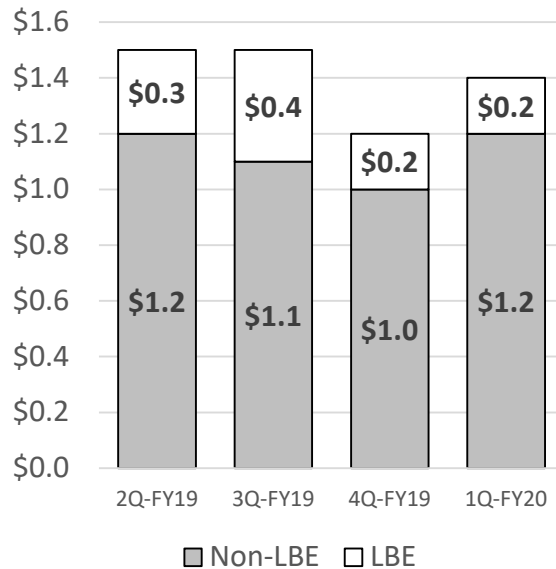
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

ADM

\$1.4 Million	
732 Transactions	
LBE:	\$252,209
Non-LBE:	\$1,246,593

Top 10 Procurement Categories		
Description	\$	% of Total
Parts And Accessories, Automotive, Miscellaneous	\$304,263	20%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$133,112	9%
Equipment Maintenance And Repair Services For Automobiles	\$54,854	4%
Paper Making Equipment And Supplies, Handmade: Beaters	\$32,429	2%
Toilet Tissues, Paper Towels, And Toilet Seat Covers	\$31,958	2%
Fuel Site Maintenance And Repair	\$26,433	2%
Lamps And Lights, Indicating	\$25,278	2%
Appraisal Services, Real Estate	\$24,375	2%
Equipment Maintenance And Repair Services For General Equipment	\$23,748	2%
Clothing: Athletic, Casual, Dress, Uniform, Weather And Work	\$21,542	1%

Prop Q Spend per Quarter*



* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
ACCO Engineered Systems Inc	\$87,797	6%
Southland Medical LLC	\$68,057	5%
Vortech Industries	\$67,096	4%
Waxie Sanitary Supply	\$56,450	4%
T E C Of California Inc	\$44,873	3%
Paganini Electric Corp	\$36,007	2%
Microbiz Security Co Inc	\$29,402	2%
Turf & Industrial Equipment Co	\$28,950	2%
Mesa Energy Systems, Inc	\$28,296	2%
Satellite Industries Inc	\$27,685	2%

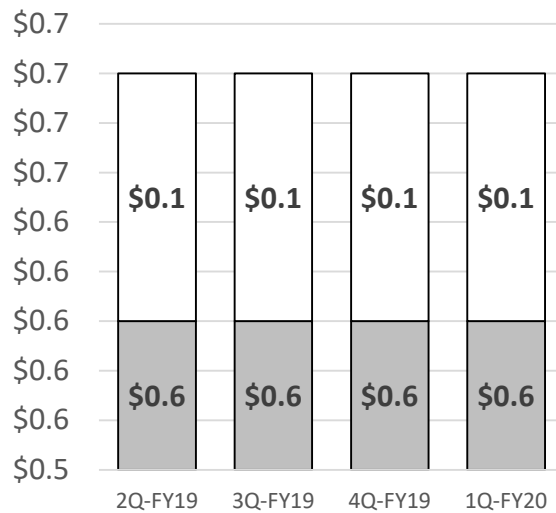
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

AIR

\$763K	
306 Transactions	
LBE:	\$149,660
Non-LBE:	\$614,121

Top 10 Procurement Categories		
Description	\$	% of Total
Transportation Of Goods And Other Freight Services	\$42,076	6%
Printing And Typesetting Services	\$31,532	4%
Landscaping (Including Design, Fertilizing, Planting, Etc.)	\$30,928	4%
Foods: Perishable	\$29,256	4%
Nursery (Plants) Stock, Equipment, And Supplies	\$26,663	3%
Police And Prison Equipment And Supplies	\$24,791	3%
Builder's Supplies	\$21,194	3%
Inspection Services, Electrical Instrumentation And Control	\$18,122	2%
Building Maintenance, Installation And Repair Services	\$17,554	2%
Hardware And Related Items	\$17,239	2%

Prop Q Spend per Quarter*



* \$ in millions Non-LBE LBE

Top 10 Vendors		
Description	\$	% of Total
Ship Art International	\$35,405	5%
Adora Corp	\$33,996	4%
Creative Marketing Concepts	\$29,653	4%
Essence Printing	\$27,512	4%
Captivating Graphics Solutions Inc	\$26,952	4%
Golden State Lumber Inc	\$23,194	3%
Lavi Industries	\$20,705	3%
Lyngso Garden Materials	\$20,536	3%
Santora Sales	\$18,530	2%
West Coast Contractors Services	\$18,198	2%

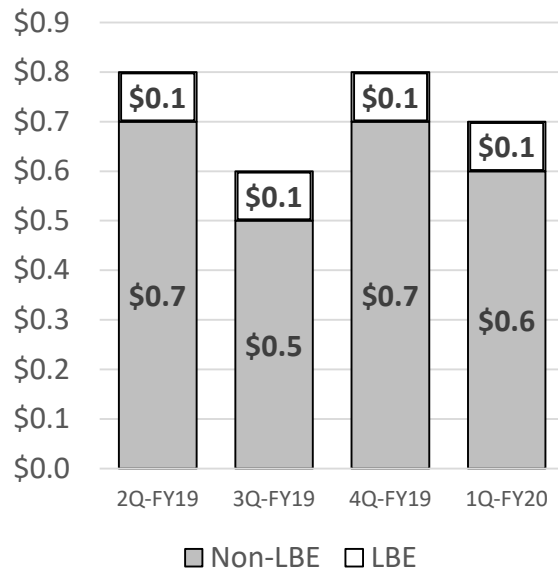
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

POL

\$632K	
431 Transactions	
LBE:	\$25,995
Non-LBE:	\$606,222

Top 10 Procurement Categories		
Description	\$	% of Total
Police And Prison Equipment And Supplies	\$91,583	14%
Office Supplies, General	\$46,859	7%
Boats, Motors, And Marine Equipment	\$34,636	5%
Animal Food For Zoo And Farm Animals	\$22,026	3%
Gasoline, Aviation (Including Jet Fuel)	\$17,992	3%
Laboratory And Scientific Equipment And Supplies	\$17,065	3%
Service Charges	\$16,410	3%
Laboratory Equipment, Accessories And Supplies	\$14,533	2%
Professional Document And Publication Subscriptions (Legal, Etc.)	\$14,500	2%
Guns, Pistols, Rifles, And Shotguns (Incl. Accessories)	\$13,309	2%

Prop Q Spend per Quarter*



Top 10 Vendors		
Description	\$	% of Total
Blaisdell's Business Products	\$118,697	19%
Staples Business Advantage	\$45,519	7%
Life-assist Inc	\$23,966	4%
Azevedo Feed Inc	\$22,026	3%
San Diego Police Equipment Co Inc	\$20,343	3%
Safe Boats International LLC	\$19,985	3%
Ferrellgas LP	\$17,992	3%
L N Curtis & Sons	\$17,918	3%
Performance International	\$17,437	3%
Constor Storage Co/Air Sea Containers Inc	\$14,891	2%

* \$ in millions

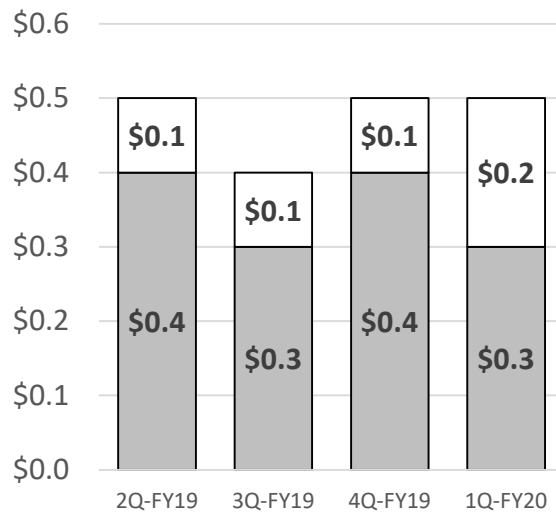
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

PRT

\$535K	
388 Transactions	
LBE:	\$207,040
Non-LBE:	\$328,148

Top 10 Procurement Categories		
Description	\$	% of Total
Lighting Fixtures, Outdoor: Floodlights, Spotlights, Yard Lighting	\$42,477	8%
Hardware And Related Items	\$29,987	6%
Office Supplies, General	\$24,000	4%
Signs, Sign Materials, Sign Making Equipment, And Related Supplies	\$21,108	4%
Souvenirs: Promotional, Advertising, Etc.	\$17,957	3%
Hand Tools (Powered And Non-powered), Accessories And Supplies	\$16,590	3%
Nursery (Plants) Stock, Equipment, And Supplies	\$15,043	3%
Welding Equipment And Supplies	\$13,640	3%
Office Supplies, General (Not Otherwise Classified)	\$13,097	2%
Air Conditioning, Heating, And Ventilating Equipment (HVAC)	\$12,667	2%

Prop Q Spend per Quarter*



* \$ in millions Non-LBE LBE

Top 10 Vendors		
Description	\$	% of Total
National Utility Sales Corp	\$42,677	8%
Agurto Corporation DbA Pestec	\$27,126	5%
Grainger	\$26,467	5%
Resource Supply LLC	\$23,986	4%
Signature Marketing	\$20,626	4%
C S I Paint	\$18,293	3%
Lyngso Garden Materials	\$15,286	3%
Central Builders Supply	\$14,152	3%
Lahue & Associates	\$13,761	3%
Cresco Equipment Rentals	\$13,205	2%

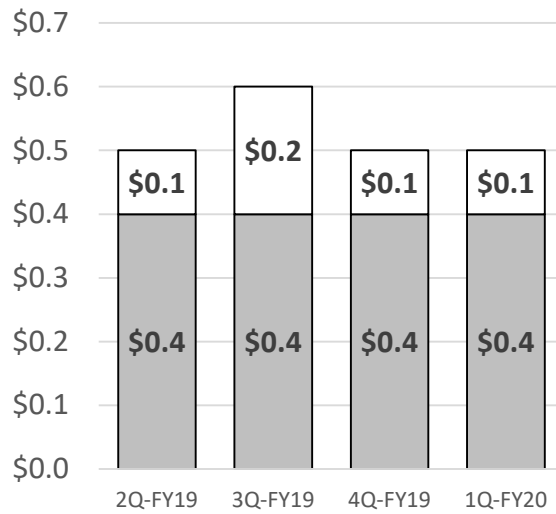
Prop Q Procurement Analysis (Q1 Fiscal Year 2019/20)

HSA

\$517K	
399 Transactions	
LBE:	\$114,580
Non-LBE:	\$402,709

Top 10 Procurement Categories		
Description	\$	% of Total
Professional Services (Not Otherwise Classified)	\$119,077	23%
Hauling Services	\$59,237	11%
Microfiche/Microfilm Reader Printer Supplies: Paper, Toner	\$19,629	4%
Food	\$18,767	4%
Souvenirs: Promotional, Advertising, Etc.	\$18,212	4%
Instructor-led, Classroom Training (Technical)	\$17,585	3%
Hand Tools (Powered And Non-powered), Accessories And Supplies	\$16,710	3%
Furnishings (Not Otherwise Classified)	\$12,500	2%
Concessions, Catering, Vending: Mobile And Stationary	\$11,807	2%
Heating, Ventilating And Air Conditioning (HVAC)	\$11,253	2%

Prop Q Spend per Quarter*



* \$ in millions Non-LBE LBE

Top 10 Vendors		
Description	\$	% of Total
Comcast Of Ca/Colorado/Washington I Inc	\$61,072	12%
M&M Hauling & Heavy Cleaning Co	\$39,600	8%
Apex Industrial	\$29,662	6%
Blaisdell's Business Products	\$23,827	5%
Grainger	\$22,320	4%
James Standfield Catering	\$20,827	4%
Microbiz Security Co Inc	\$19,150	4%
American Mechanical Inc	\$15,953	3%
Vital Restoration	\$11,489	2%
Johnstone Supply	\$11,253	2%

DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBES	% OF TOTAL
ADM	\$1,498,802	\$252,209	17%
ADP	\$99,051	\$1,041	1%
AIR	\$763,781	\$149,660	20%
ART	\$125,029	\$5,443	4%
ASR	\$44,828	\$7,752	17%
BOA	\$2,510	\$0	0%
BOS	\$17,846	\$7,873	44%
CAT	\$5,130	\$660	13%
CFC	\$4,012	\$0	0%
CHF	\$93,708	\$0	0%
CON	\$15,817	\$580	4%
CPC	\$62,110	\$10,577	17%
CSS	\$14,636	\$0	0%
DAT	\$53,100	\$6,065	11%
DBI	\$63,671	\$730	1%
DEM	\$38,347	\$13,602	35%
DPA	\$29,084	\$14,878	51%
DPH	\$2,351,855	\$406,400	17%
DPW	\$1,861,675	\$981,632	53%
ECN	\$4,747	\$982	21%
ENV	\$14,868	\$11,386	77%
ETH	\$1,605	\$0	0%



DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBEs	% OF TOTAL
FIR	\$481,135	\$65,284	14%
HOM	\$42,131	\$14,812	35%
HRC	\$124,217	\$5,360	4%
HRD	\$116,502	\$6,805	6%
HSA	\$517,289	\$114,580	22%
HSS	\$41,638	\$4,757	11%
JUV	\$98,823	\$22,616	23%
LIB	\$288,441	\$26,513	9%
LLB	\$0	\$0	0%
MTA	\$2,748,170	\$1,097,533	40%
MYR	\$21,522	\$5,468	25%
PDR	\$21,100	\$8,329	39%
POL	\$632,217	\$25,995	4%
PRT	\$535,188	\$207,040	39%
PUC	\$3,568,336	\$617,773	17%
REC	\$1,907,957	\$496,414	26%
REG	\$83,169	\$18,862	23%
RET	\$22,047	\$0	0%
RNT	\$14,532	\$8,050	55%
SHF	\$504,218	\$71,422	14%
TIS	\$182,372	\$68,069	37%
TTX	\$35,053	\$0	0%
WAR	\$63,019	\$19,437	31%
WOM	\$1,067	\$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
Jessica.Leslie@sfgov.org.

Released: December 2019

Alaric Degrafinried
Purchasing Director