

O f f i c e o f
C o n t r a c t
A d m i n i s t r a t i o n

Proposition Q Analysis

November 2020
Office of Contract Administration

4th Quarter Fiscal Year 2019/2020

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Acting Director and Purchaser

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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 4th Q FY 2019/20

Quick Snapshot

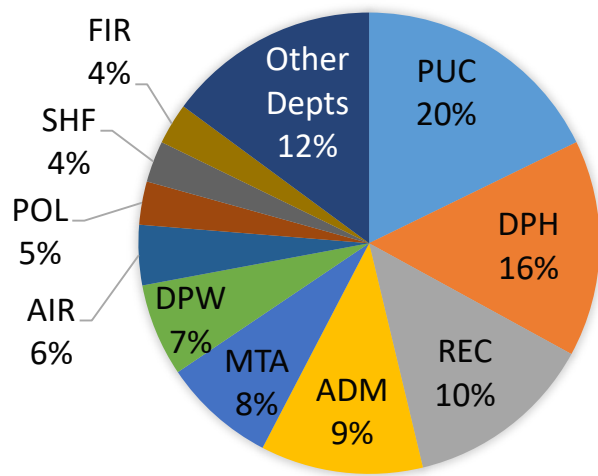
Total Prop Q Purchases (\$):	\$17.2 M
Total Prop Q Purchases from LBEs (\$):	\$4.3 M (25%)
Total Number of Transactions:	9,087
Total Number of Transactions with LBEs:	2501 (28%)
Total Number of Prop Q Vendors:	1314
Total Number of LBE Prop Q Vendors:	152 (12%)



Proposition Q Procurement Analysis (Q4 Fiscal Year 2019/20) Total CCSF

\$17.2 Million	
9,087 Transactions	
LBE:	\$4.3 Million (25%)
Non-LBE:	\$12.9 Million (75%)

DEPARTMENT SPENDING
% OF TOTAL PROP Q



Top Procurement Categories		
Description	\$	% of Total
Automotive Vehicles And Related Transportation Equipment	\$1,057,677	6%
Plumbing Equipment, Fixtures, And Supplies	\$518,454	3%
Food	\$341,602	2%
Parts And Accessories, Automotive, Miscellaneous	\$303,481	2%
All Categories	\$291,892	2%
Miscellaneous Products (Not Otherwise Classified)	\$247,248	1%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass	\$246,420	1%
Janitorial Supplies, General Line	\$245,777	1%
Hospital And Surgical Equipment, Instruments, And Supplies	\$228,285	1%
Hardware And Related Items	\$190,069	1%

Top Procurement Vendors		
Description	\$	% of Total
Vortech Industries	\$354,651	2%
R & B Company	\$300,896	2%
Grainger	\$291,919	2%
Blaisdell's Business Products	\$264,081	2%
Ferguson Waterworks	\$238,840	1%
Westwind Trading Co	\$234,740	1%
Santora Sales	\$202,681	1%
Center Hardware Co Inc	\$194,319	1%
Alpine Awards And Advertising Inc	\$173,224	1%
Evantec Corp	\$167,536	1%



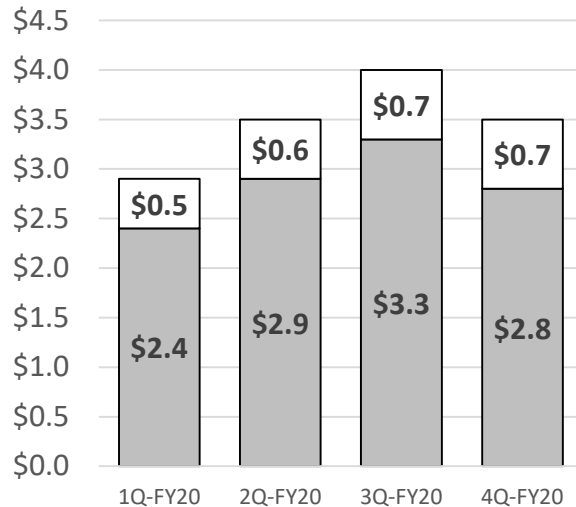
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

PUC

\$3.5 Million	
2,311 Transactions	
LBE:	\$677,237
Non-LBE:	\$2,829,451

Top 10 Procurement Categories		
Description	\$	% of Total
Plumbing Equipment, Fixtures, And Supplies	\$446,285	13%
Miscellaneous Products (Not Otherwise Classified)	\$247,248	7%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass	\$145,384	4%
Miscellaneous Services, No. 1 (Not Otherwise Classified)	\$108,647	3%
Electrical Equipment And Supplies (Except Cable And Wire)	\$78,217	2%
Equipment Maintenance And Repair Services For General Equipment	\$67,428	2%
Machinery And Hardware, Industrial	\$64,745	2%
Automotive Shop And Related Equipment And Supplies	\$53,177	2%
Furniture: Office	\$49,706	1%
Water Treatment Equipment (Not Otherwise Classified)	\$47,028	1%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
R & B Company	\$260,000	7%
Ferguson Waterworks	\$238,840	7%
Evantec Corp	\$167,536	5%
Grainger	\$88,210	3%
Misco	\$76,459	2%
Independent Electric Supply Inc	\$70,835	2%
JMI Sourcing LLC	\$65,618	2%
Cedar Sales	\$57,947	2%
Favour PC	\$57,405	2%
National Utility Sales Corp	\$57,328	2%

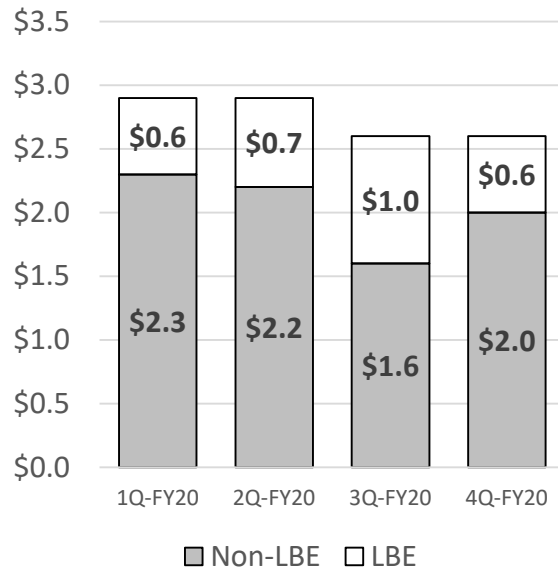
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

DPH

\$2.6 Million	
1243 Transactions	
LBE:	\$675,513
Non-LBE:	\$1,995,442

Top 10 Procurement Categories		
Description	\$	% of Total
All Categories	\$287,910	11%
Hospital And Surgical Equipment, Instruments, And Supplies	\$228,285	9%
Laboratory Equipment, Accessories And Supplies: General Analysis	\$156,065	6%
Medical And Dental Equipment And Supplies	\$132,772	5%
Repair Kits, Hospital And Medical Equipment	\$77,188	3%
Janitorial Supplies, General Line, Environmentally Certified	\$65,240	2%
Maintenance And Repair, Power Plant	\$65,108	2%
Anesthesia Equipment: Ventilators, Etc.	\$51,334	2%
HVAC Equipment, Accessories And Supplies	\$48,609	2%
Drugs And Pharmaceuticals	\$46,065	2%

Prop Q Spend per Quarter*



Top 10 Vendors		
Description	\$	% of Total
Abbott Laboratories Inc	\$152,480	6%
Abco Mechanical Contractors Inc	\$142,149	5%
Affinity Resources Co Inc	\$128,245	5%
Health Care Logistics Inc	\$61,383	2%
California Transplant Services Inc	\$59,900	2%
Siemens Industry Inc	\$53,823	2%
Peterson Power Systems Inc	\$53,505	2%
Labrador Integrated Systems Inc	\$53,482	2%
R & H Wholesale Supply Inc	\$52,930	2%
Bill Nelson	\$51,502	2%

* \$ in millions

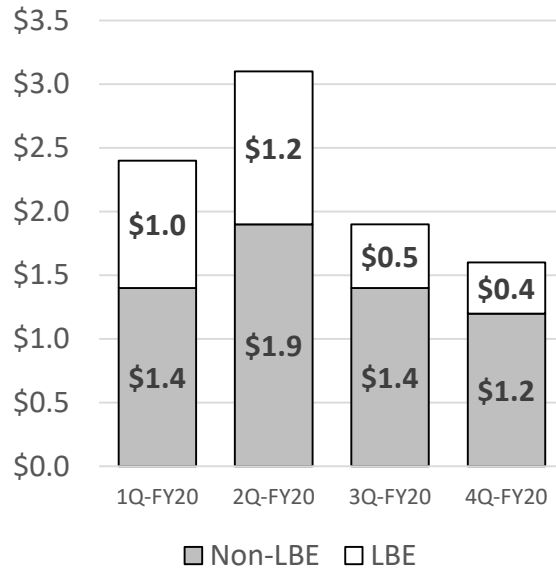
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

REC

\$1.6 Million	
736 Transactions	
LBE:	\$456,857
Non-LBE:	\$1,224,383

Top 10 Procurement Categories		
Description	\$	% of Total
Uniforms, Synthetic Fabric	\$166,110	10%
Hardware And Related Items	\$91,572	5%
Amusement, Decorations, Entertainment, Gifts, Toys, Etc.	\$71,577	4%
Construction Services, General (Incl. Maintenance And Repair	\$71,132	4%
Arts And Crafts	\$67,346	4%
Sports	\$56,504	3%
Janitorial Supplies, General Line	\$51,060	3%
Pest Control (Incl. Termite Inspection And Control, Bird)	\$43,665	3%
Hardware	\$41,581	2%
Fertilizer	\$35,434	2%

Prop Q Spend per Quarter*



* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Alpine Awards And Advertising Inc	\$156,086	9%
Recreation Safari	\$100,406	6%
Guzman Sport Shop	\$77,058	5%
Romeo Packing Co	\$55,702	3%
Promats Athletics	\$47,747	3%
The Urban Farmer Store, LP	\$46,309	3%
On Point Land Management Inc	\$41,669	2%
Roberts Hardware	\$39,094	2%
Waxie Sanitary Supply	\$38,058	2%
Constor Storage Co/Air Sea Containrs Inc	\$33,951	2%

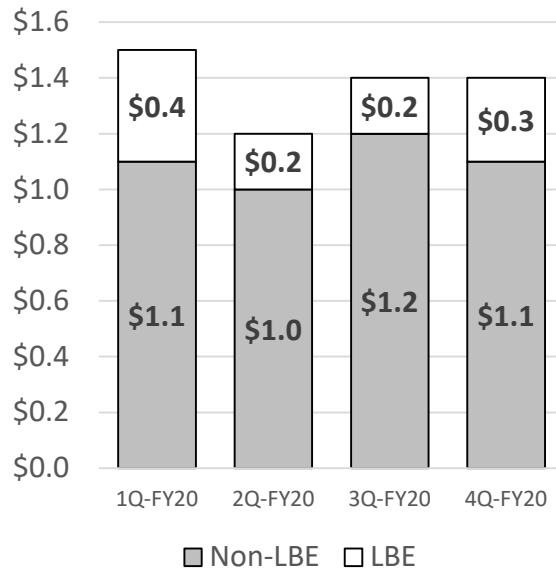
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)



\$1.4 Million	
752 Transactions	
LBE:	\$319,793
Non-LBE:	\$1,153,267

Top 10 Procurement Categories		
Description	\$	% of Total
Parts And Accessories, Automotive, Miscellaneous	\$273,218	19%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass	\$96,327	7%
Appraisal Services, Real Estate	\$55,575	4%
Pharmaceuticals, Veterinary, Animal: Drugs, Vaccines, Etc.	\$51,702	4%
Equipment Maintenance And Repair Services For Automobiles	\$46,321	3%
Advertising/Public Relations (Incl. Skywriting)	\$40,000	3%
Engineering Supplies, Miscellaneous	\$38,945	3%
Chillers, Heat Exchangers And Receivers	\$37,048	3%
Chemical Treatment Of Boiler And Tower Water	\$33,859	2%
HVAC Equipment, Accessories And Supplies	\$32,609	2%

Prop Q Spend per Quarter*



* \$ in millions

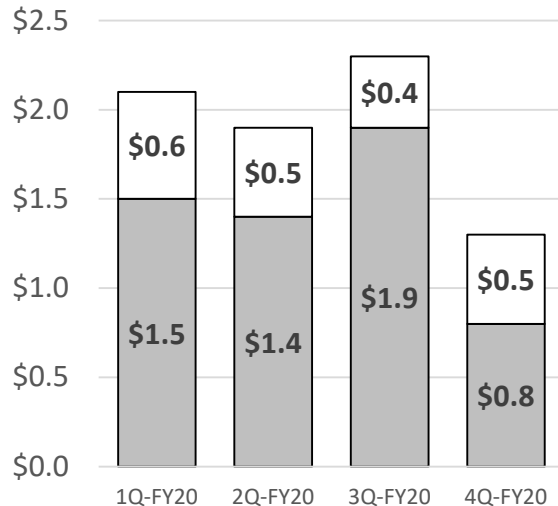
Top 10 Vendors		
Description	\$	% of Total
A & B Mechanical Inc	\$64,516	4%
Vortech Industries	\$50,693	3%
M W I Veterinary Supply Co	\$49,695	3%
Garratt-Callahan Company	\$47,556	3%
Southland Medical LLC	\$44,552	3%
Mesa Energy Systems, Inc	\$42,743	3%
Paganini Electric Corp	\$38,835	3%
T & S Trading & Enterprise Co	\$28,398	2%
GCS Environmental Equipment Services Inc	\$27,348	2%
Pacific Coast Trane Controls	\$27,030	2%

Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

\$1.3 Million	
449 Transactions	
LBE:	\$542,530
Non-LBE:	\$779,829

Top 10 Procurement Categories		
Description	\$	% of Total
Automotive Vehicles And Related Transportation Equipment	\$1,025,335	78%
General Maintenance And Repair, Vehicle (Not Otherwise Classified)	\$49,805	4%
Janitorial Supplies, General Line	\$13,994	1%
Paint, Protective Coatings, Varnish, Wallpaper, And Related	\$13,387	1%
Hardware And Related Items	\$13,333	1%
Filters: Air, Fuel, Hydraulic, Oil, Etc. (For Heavy Duty Equipment)	\$12,697	1%
Automotive Shop And Related Equipment And Supplies	\$10,375	1%
Screws, Sheet Metal	\$9,800	1%
Chemicals And Solvents, Commercial (In Bulk)	\$9,765	1%
Bumper Stickers, Etc.: Printed	\$9,548	1%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Vortech Industries	\$262,583	20%
Westwind Trading Co	\$234,740	18%
Industrial Solutions	\$131,882	10%
Cummins Inc	\$122,267	9%
Selective Transit Parts	\$61,908	5%
T & S Trading & Enterprise Co	\$39,725	3%
Peninsula Color Service LLC	\$38,043	3%
Theisen Glass Co	\$29,184	2%
H3 Supplies	\$27,725	2%
United Laboratories Inc	\$23,696	2%

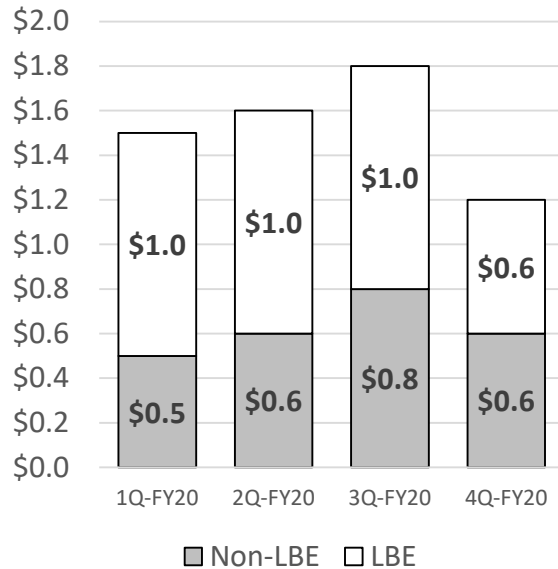
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

DPW

\$1.2 Million	
1032 Transactions	
LBE:	\$637,604
Non-LBE:	\$622,918

Top 10 Procurement Categories		
Description	\$	% of Total
Chemicals And Solvents, Commercial (In Bulk)	\$71,752	6%
Janitorial Supplies, General Line	\$70,189	6%
Personal Protective Equipment (PPE), (Bloodborne Pathogen)	\$54,113	4%
Paint, Protective Coatings, Varnish, Wallpaper, And Related	\$44,239	4%
Deodorants, Industrial (Heavy Duty)	\$40,716	3%
Locks, Key Blanks, And Locksmith Tools (Including Time Lock)	\$35,583	3%
Personal Hygiene And Grooming Equipment And Supplies	\$30,462	2%
Gloves: Latex, Plastic, PVC, Poly, Synthetic, Vinyl, Etc.	\$29,807	2%
Rags, Shop Towels, And Wiping Cloths	\$29,768	2%
Garbage/Trash Removal, Disposal and/or Treatment	\$29,760	2%

Prop Q Spend per Quarter*



* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
United Laboratories Inc	\$128,039	10%
Speedy's Hardware	\$123,972	10%
Your Green Source LLC	\$101,935	8%
San Francisco Paintsource Inc	\$50,422	4%
Sigillo Supply Inc	\$46,795	4%
Fluid Gauge Company	\$42,743	3%
lii Generation Fence	\$40,396	3%
Ibarra Trucking	\$39,385	3%
R & H Wholesale Supply Inc	\$37,906	3%
Aldran Chemical Inc	\$35,310	3%

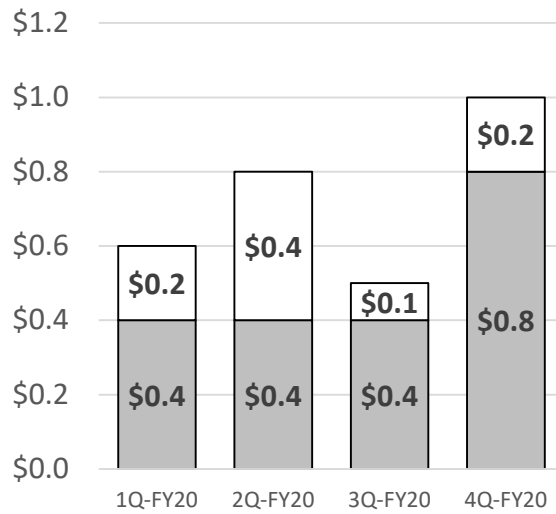
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

AIR

\$1 Million	
344 Transactions	
LBE:	\$212,301
Non-LBE:	\$819,957

Top 10 Procurement Categories		
Description	\$	% of Total
Automotive Shop And Related Equipment And Supplies	\$94,470	9%
First Aid And Safety Equipment And Supplies (Except Nuclear)	\$76,181	7%
Builder's Supplies	\$50,510	5%
Printing And Typesetting Services	\$47,132	5%
Police And Prison Equipment And Supplies	\$44,918	4%
Furniture: Office	\$35,861	3%
Sporting Goods, Athletic Equipment And Athletic Facility Equipment	\$25,812	3%
Office Supplies, General	\$25,635	2%
Hardware And Related Items	\$25,342	2%
Floor Maintenance Machines, Parts, And Accessories	\$24,884	2%

Prop Q Spend per Quarter*



* \$ in millions Non-LBE LBE

Top 10 Vendors		
Description	\$	% of Total
Direct Business Connection	\$38,729	4%
Adora Corp	\$38,061	4%
Andee Wright Promotions	\$33,028	3%
Mitchell Imaging	\$29,946	3%
Golden State Lumber Inc	\$28,510	3%
Balance Fitness	\$26,519	3%
East Bay Tire Co	\$26,229	3%
San Francisco Paintsource Inc	\$24,771	2%
West Coast Contractors Services	\$23,575	2%
Resource Supply LLC	\$20,763	2%

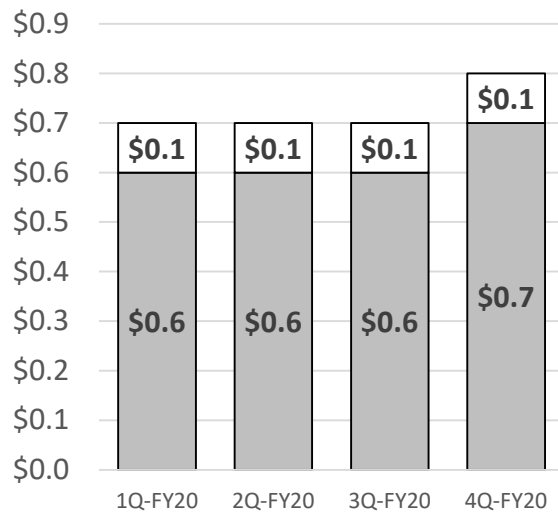
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

POL

\$819K	
388 Transactions	
LBE:	\$53,186
Non-LBE:	\$766,790

Top 10 Procurement Categories		
Description	\$	% of Total
Food	\$100,606	12%
Police And Prison Equipment And Supplies	\$60,385	7%
Head, Ear, Eye And Face Protection	\$39,717	5%
Masks	\$32,988	4%
Gasoline, Aviation (Including Jet Fuel)	\$24,473	3%
Sanitizer, Liquid (For Elimination Of Bacteria, Viruses And	\$22,911	3%
Gloves: Latex, Plastic, PVC, Poly, Synthetic, Vinyl, Etc.	\$19,546	2%
Boats, Motors, And Marine Equipment	\$18,949	2%
Service Charges	\$18,362	2%
Animal Food For Zoo And Farm Animals	\$17,411	2%

Prop Q Spend per Quarter*



* \$ in millions Non-LBE LBE

Top 10 Vendors		
Description	\$	% of Total
Blaisdell's Business Products	\$142,268	17%
Arguello Catering Co	\$90,893	11%
L C Action Police Supply	\$33,674	4%
Personal Awards Inc	\$29,908	4%
Ferrellgas LP	\$24,473	3%
Veriteque USA, Inc	\$24,201	3%
Santora Sales	\$20,166	2%
Seven Stills	\$19,978	2%
Western Truck Fab	\$19,734	2%
Azevedo Feed Inc	\$17,411	2%



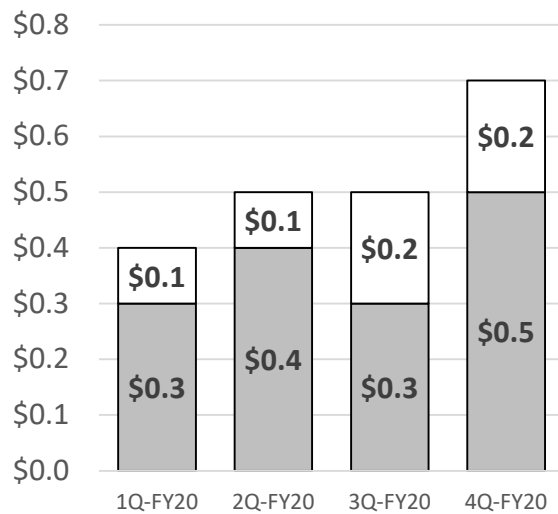
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

SHF

\$732K	
279 Transactions	
LBE:	\$215,176
Non-LBE:	\$517,456

Top 10 Procurement Categories		
Description	\$	% of Total
Janitorial Supplies, General Line	\$85,546	12%
Furniture: Office	\$46,958	6%
Gloves: Latex, Plastic, PVC, Poly, Synthetic, Vinyl, Etc.	\$33,039	5%
Goats	\$29,800	4%
Batons, Conductor	\$28,240	4%
Guns, Stun (Nonlethal), (Incl. Taser Weapons)	\$19,533	3%
Police Protection Equipment (Body Armor And Riot Shields)	\$18,829	3%
Shield, Protective, Surgical	\$18,421	3%
Prisoner Clothing	\$16,002	2%
Microfiche/Microfilm Reader Printer Supplies: Paper, Toner	\$13,731	2%

Prop Q Spend per Quarter*



* \$ in millions Non-LBE LBE

Top 10 Vendors		
Description	\$	% of Total
Santora Sales	\$90,780	12%
L C Action Police Supply	\$58,539	8%
Grainger	\$48,031	7%
Bay Medical Co Inc	\$38,891	5%
Ameritech Computer Services Inc	\$38,838	5%
Adamson Police Products	\$32,062	4%
City Grazing	\$29,800	4%
Peacekeeper Products International	\$28,240	4%
Victory Supply LLC	\$22,665	3%
Axon Enterprise Inc.	\$19,533	3%

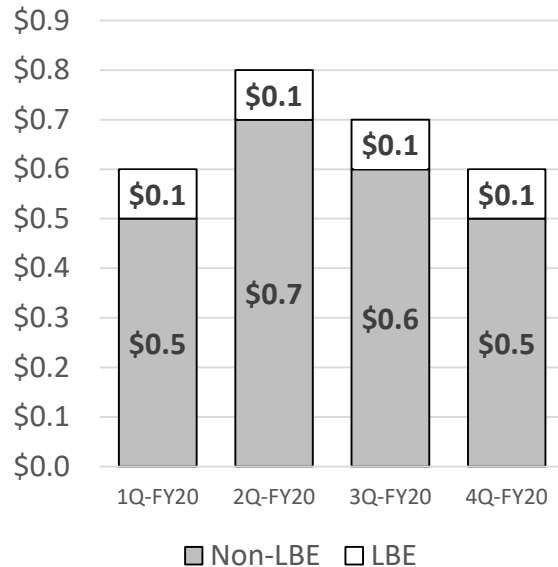
Prop Q Procurement Analysis (Q4 Fiscal Year 2019/20)

FIR

\$646K	
223 Transactions	
LBE:	\$108,313
Non-LBE:	\$538,032

Top 10 Procurement Categories		
Description	\$	% of Total
Automobile And Other Passenger Vehicles Maint. And Repair	\$42,060	7%
Building Maintenance, Installation And Repair Services	\$40,804	6%
Equipment Maint, Repair, And Related Services For Power Gene	\$34,823	5%
Fire Protection Equipment And Supplies	\$32,306	5%
Janitorial/Custodial Services	\$31,680	5%
Electrical	\$29,323	5%
Generator Rental Or Lease	\$27,964	4%
Inspection And Certification Services	\$25,410	4%
Rescue Equipment, Supplies And Accessories Including Rescue	\$22,584	3%
Industrial Equipment (Not Construction And Repair, Or HVAC)	\$20,787	3%

Prop Q Spend per Quarter*



Top 10 Vendors		
Description	\$	% of Total
Emergency Vehicle Equipment	\$76,072	12%
Allstar Fire Equipment Inc	\$50,903	8%
R B Petroleum Services	\$50,058	8%
CD & Power	\$47,908	7%
Dushan Medan Construction	\$39,374	6%
Aim To Please Janitorial Services, Inc	\$31,680	5%
Albert Electric Inc.	\$30,939	5%
Auto Body By George	\$26,871	4%
Grainger	\$25,443	4%
L N Curtis & Sons	\$21,759	3%

* \$ in millions

DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBES	% OF TOTAL
ADM	\$1,473,061	\$319,793	22%
ADP	\$76,823	\$0	0%
AIR	\$1,032,258	\$212,301	21%
ART	\$26,263	\$852	3%
ASR	\$20,539	\$0	0%
BOA	\$945	\$0	0%
BOS	\$11,940	\$6,541	55%
CAT	\$24,711	\$14,647	59%
CFC	\$9,367	\$6,175	66%
CHF	\$2,954	\$0	0%
CON	\$8,129	\$4,511	55%
CPC	\$45,130	\$15,649	35%
CSS	\$17,718	\$0	0%
DAT	\$27,109	\$1,674	6%
DBI	\$23,776	\$3,910	16%
DEM	\$98,592	\$11,432	12%
DPA	\$22,628	\$9,688	43%
DPH	\$2,670,955	\$675,513	25%
DPW	\$1,260,522	\$637,604	51%
ECN	\$108	\$0	0%
ENV	\$40,245	\$0	0%
ETH	\$3,126	\$0	0%



DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBEs	% OF TOTAL
FIR	\$646,345	\$108,313	17%
HOM	\$15,249	\$5,308	35%
HRC	\$43,147	\$22,811	53%
HRD	\$56,188	\$2,936	5%
HSA	\$524,469	\$103,359	20%
HSS	\$25,334	\$1,911	8%
JUV	\$101,645	\$43,760	43%
LIB	\$142,455	\$21,500	15%
MTA	\$1,322,359	\$542,530	41%
MYR	\$6,866	\$824	12%
PDR	\$5,895	\$3,819	65%
POL	\$819,976	\$53,186	6%
PRT	\$300,657	\$43,953	15%
PUC	\$3,506,688	\$677,237	19%
REC	\$1,681,239	\$456,857	27%
REG	\$43,636	\$19,553	45%
RET	\$19,144	\$0	0%
RNT	\$5,197	\$545	10%
SHF	\$732,632	\$215,176	29%
TIS	\$249,655	\$56,488	23%
TTX	\$21,939	\$0	0%
WAR	\$58,134	\$6,151	11%
WOM	\$601	\$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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Released: November 2020

Sailaja Kurella
Acting Purchaser