

Proposition Q Analysis

3rd Quarter Fiscal Year 2020/2021

RELEASED: May 2021

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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 [Prop Q Checklist](#) provides more information and guidelines when initiating a Prop Q purchase.

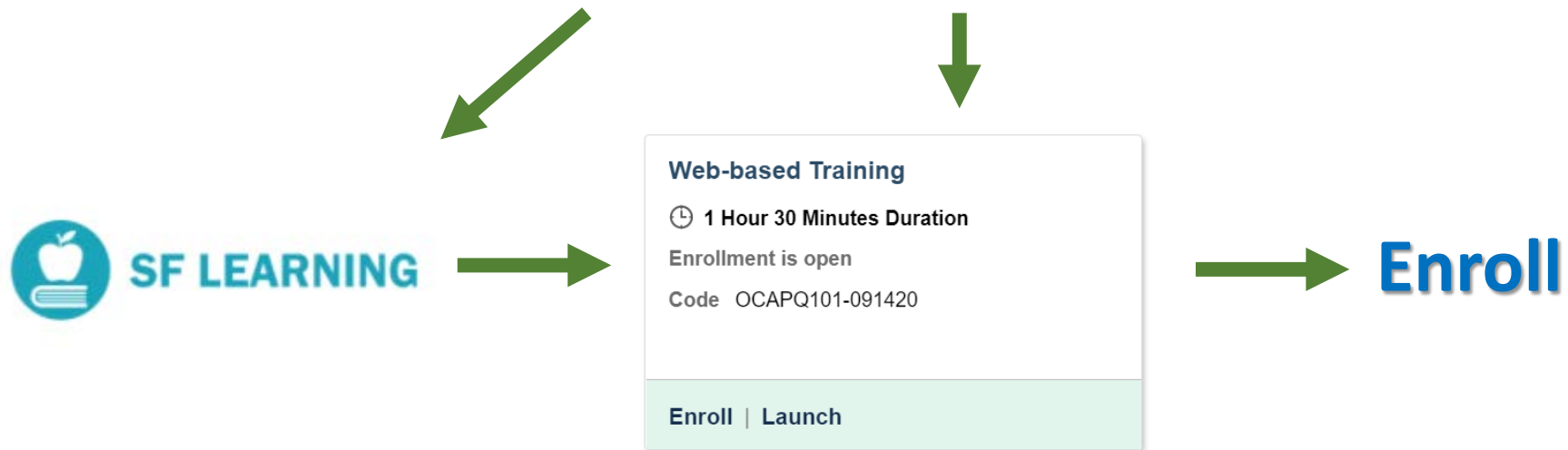
The following report is a summary of the Prop Q purchases that were made during the last quarter. The Office of Contract Administration (OCA), in collaboration with the Controller’s Office, periodically review Prop Q transactions to ensure compliance with the stated rules and regulations associated with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

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



Prop Q Delegated Departmental Purchasing Certification

Visit the [SF Employee Portal](#) or [OCA Website](#)



- Core Interactive Ethics and Sunshine Prerequisite.
- Auto enrollment in the Certificate Program which must be renewed every 3 years.
- **Certification Requirement:**
 - Acknowledgment (Attest to with eSignature)
 - Prop Q Delegated Departmental Purchasing Course (OCAPQ101-091420)
 - Survey

Prop Q Purchases for 3rd Q FY 2020/21

Quick Snapshot

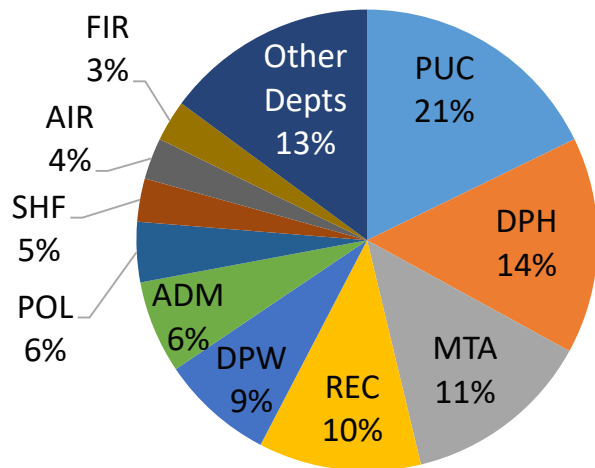
Total Prop Q Purchases (\$):	\$7.5 M
Total Prop Q Purchases from LBEs (\$):	\$2.2 M (29%)
Total Number of Transactions:	5372
Total Number of Transactions with LBEs:	1763 (32%)
Total Number of Prop Q Vendors:	990
Total Number of LBE Prop Q Vendors:	123 (12%)



Proposition Q Procurement Analysis (Q3 Fiscal Year 2020/21) Total CCSF

\$7.5 Million	
5372 Transactions	
LBE:	\$2.2 Million (29%)
Non-LBE:	\$5.3 Million (71%)

DEPARTMENT SPENDING
% OF TOTAL PROP Q



Top Procurement Categories		
Description	\$	% of Total
Automotive Vehicles And Related Transportation Equipment	\$615,675	8%
Hospital And Surgical Equipment, Instruments, And Supplies	\$128,184	2%
All Categories	\$123,753	2%
Plumbing Equipment, Fixtures, And Supplies	\$121,902	2%
Janitorial Supplies, General Line	\$112,144	1%
Parts And Accessories, Automotive, Miscellaneous	\$99,579	1%
Engineering And Architectural Equipment, Surveying Equipment	\$90,586	1%
Laboratory Equipment, Accessories And Supplies: General Analysis	\$88,030	1%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$84,252	1%
Miscellaneous Services, No. 1 (Not Otherwise Classified)	\$82,869	1%

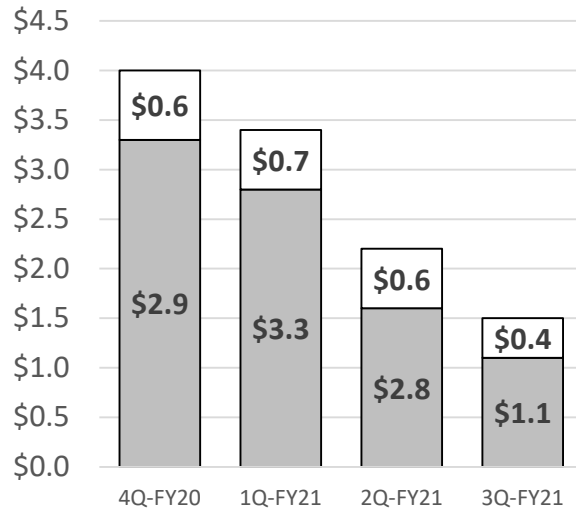
Top Procurement Vendors		
Description	\$	% of Total
Vortech Industries	\$291,688	4%
Westwind Trading Co	\$218,122	3%
Speedy's Hardware	\$117,910	2%
Center Hardware Co Inc	\$110,555	1%
Cummins Inc	\$97,718	1%
Siemens Industry Inc	\$94,339	1%
Acme Surplus Store	\$84,786	1%
Your Green Source LLC	\$83,029	1%
United Laboratories Inc	\$77,751	1%
Resource Supply LLC	\$76,952	1%

Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

\$1.5 Million	
1405 Transactions	
LBE:	\$384,425
Non-LBE:	\$1,166,154

Top 10 Procurement Categories		
Description	\$	% of Total
Plumbing Equipment, Fixtures, And Supplies	\$74,094	5%
Miscellaneous Products (Not Otherwise Classified)	\$49,491	3%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$49,483	3%
Electrical Equipment And Supplies (Except Cable And Wire)	\$47,704	3%
Automotive Shop And Related Equipment And Supplies	\$45,285	3%
Miscellaneous Services, No. 1 (Not Otherwise Classified)	\$44,685	3%
First Aid And Safety Equipment And Supplies (Except Nuclear)	\$40,295	3%
Machinery And Hardware, Industrial	\$26,015	2%
Transportation Of Goods And Other Freight Services	\$23,885	2%
Clothing	\$23,872	2%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

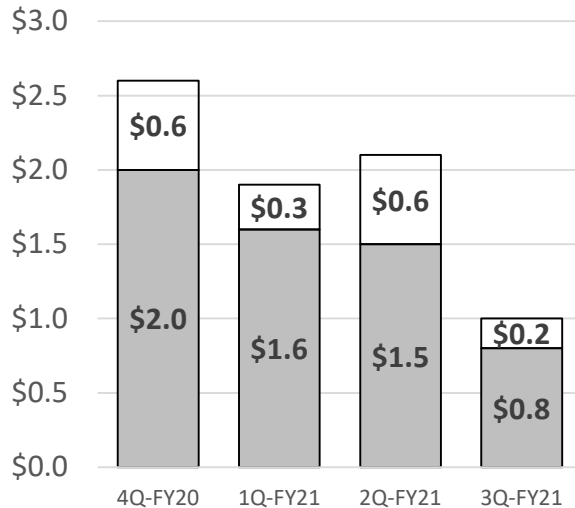
Top 10 Vendors		
Description	\$	% of Total
Independent Electric Supply Inc	\$54,695	4%
Allied Fluid Products Corp	\$46,020	3%
JMI Sourcing LLC	\$40,993	3%
Jensen Instrument Co Of Northern Cal Inc	\$38,132	2%
R & B Company	\$37,678	2%
Favour PC	\$32,904	2%
National Utility Sales Corp	\$32,757	2%
Misco	\$31,902	2%
D & L Supply Co Inc	\$28,876	2%
Vortech Industries	\$28,299	2%

Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

\$1 Million	
559 Transactions	
LBE:	\$250,590
Non-LBE:	\$780,545

Top 10 Procurement Categories		
Description	\$	% of Total
Hospital And Surgical Equipment, Instruments, And Supplies	\$128,184	12%
All Categories	\$123,596	12%
Engineering And Architectural Equipment, Surveying Equipment	\$88,338	9%
Laboratory Equipment, Accessories And Supplies: General Analysis	\$76,109	7%
Repair Kits, Hospital And Medical Equipment	\$57,692	6%
HVAC Systems Maintenance And Repair, Power Plant	\$33,552	3%
Medical And Dental Equipment And Supplies	\$22,291	2%
Shielding Equipment, Radiation	\$22,099	2%
Dental Equipment And Supplies	\$20,999	2%
Alarm Equipment Maintenance/Repair (Fire, Etc.)	\$19,672	2%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

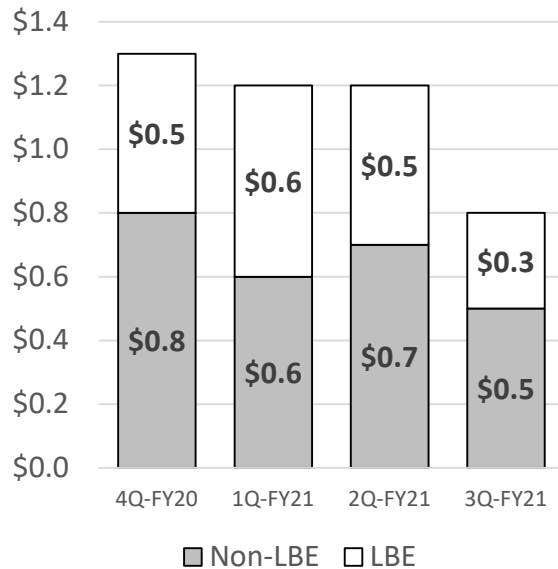
Top 10 Vendors		
Description	\$	% of Total
Siemens Industry Inc	\$89,666	9%
Abbott Laboratories Inc	\$75,479	7%
ABCO Mechanical Contractors Inc	\$67,698	7%
Resource Supply LLC	\$43,807	4%
Affinity Resources Co Inc	\$42,709	4%
Microvention Inc	\$27,099	3%
Bill Nelson	\$24,397	2%
California Transplant Services Inc	\$22,900	2%
S F Dental Supply LLC	\$21,975	2%
R & H Wholesale Supply Inc	\$20,810	2%

Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

\$851K	
363 Transactions	
LBE:	\$352,761
Non-LBE:	\$498,247

Top 10 Procurement Categories		
Description	\$	% of Total
Automotive Vehicles And Related Transportation Equipment	\$606,277	71%
Filters: Air, Fuel, Hydraulic, Oil, Etc. (For Heavy Duty Equipment)	\$21,222	2%
Disinfectant, Germicidal	\$14,977	2%
Paint, Protective Coatings, Varnish, Wallpaper, And Related	\$13,410	2%
Oil, Lubricating: Household, General Purpose, Etc.	\$12,461	1%
Cleaning Compositions, Detergents, Solvents, And Strippers	\$11,977	1%
Vest, Safety	\$10,227	1%
Abrasives	\$10,075	1%
Antifreeze	\$9,922	1%
Glassware Washing Compounds	\$9,399	1%

Prop Q Spend per Quarter*



* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Vortech Industries	\$238,051	28%
WESTWIND TRADING Co	\$218,122	26%
Cummins Inc	\$95,882	11%
Industrial Solutions	\$75,579	9%
Valley Power Systems North, Inc	\$33,355	4%
Peninsula Color Service LLC	\$24,790	3%
Mackenzie Warehouse	\$24,628	3%
Cinchem LLC	\$19,022	2%
H3 Supplies	\$13,372	2%
Empire Safety & Supply	\$11,347	1%

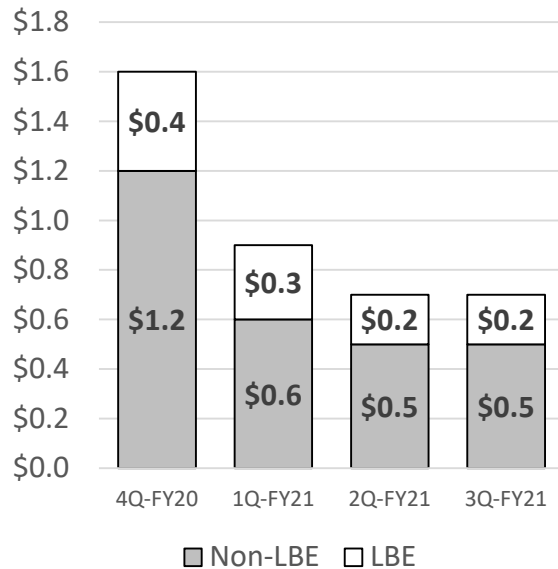
Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

REC

\$749K	
491 Transactions	
LBE:	\$274,226
Non-LBE:	\$475,002

Top 10 Procurement Categories		
Description	\$	% of Total
Golf Course Maintenance Tools And Equipment (For Lawn Mowers)	\$55,750	7%
Boiler Parts And Accessories (Not Otherwise Listed)	\$40,618	5%
Hardware And Related Items	\$39,446	5%
Construction Services, General (Incl. Maintenance And Repair)	\$32,985	4%
Lumber, Siding, And Related Products	\$28,764	4%
Irrigation Equipment And Supplies, Agricultural	\$26,147	3%
Athletic Field Artificial Turf Groomers And Equipment	\$24,532	3%
Nursery (Plants) Stock, Equipment, And Supplies	\$23,788	3%
Agricultural Equipment And Implement Parts	\$21,529	3%
Education And Training Consulting	\$19,400	3%

Prop Q Spend per Quarter*



* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Romeo Packing Co	\$57,103	8%
Acme Surplus Store	\$56,650	8%
Ewing Irrigation Products Inc	\$30,334	4%
Center Hardware Co Inc	\$28,765	4%
Bay Area Pipe & Equipment	\$27,673	4%
Turf & Industrial Equipment Co	\$27,668	4%
The Urban Farmer Store, LP	\$22,727	3%
West Coast Contractors Services	\$19,660	3%
Nuuedscore LLC	\$19,400	3%
Beronio Lumber Co	\$18,285	2%

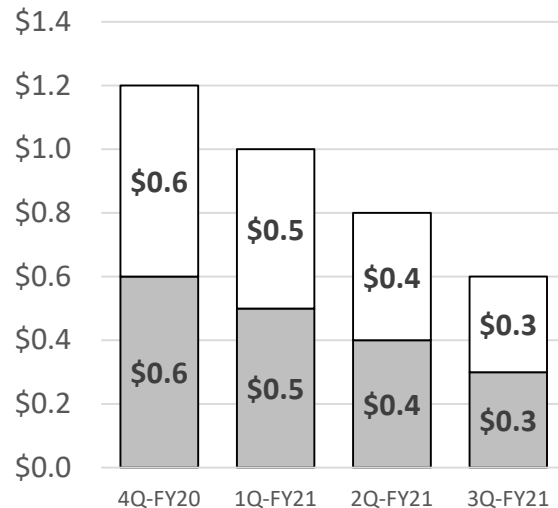
Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

DPW

\$672K	
800 Transactions	
LBE:	\$319,526
Non-LBE:	\$352,897

Top 10 Procurement Categories		
Description	\$	% of Total
Janitorial Supplies, General Line	\$52,532	8%
Paint, Protective Coatings, Varnish, Wallpaper, And Related	\$44,264	7%
Vest, Safety	\$34,459	5%
Chemicals And Solvents, Commercial (In Bulk)	\$31,051	5%
Lumber, Siding, And Related Products	\$23,885	4%
Personal Protective Equipment (PPE), (Bloodborne Pathogen Pr)	\$19,126	3%
Signs, Sign Materials, Sign Making Equipment, And Related Supplies)	\$17,556	3%
Plumbing Equipment, Fixtures, And Supplies	\$15,305	2%
Windshield Wiper And Washer Assemblies, And Parts (Including	\$12,532	2%
Roofing Materials And Supplies	\$12,288	2%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Speedy's Hardware	\$104,060	15%
United Laboratories Inc	\$64,590	10%
Your Green Source LLC	\$61,858	9%
San Francisco Paintsource Inc	\$43,711	7%
Omega Industrial Supply Inc	\$27,699	4%
Golden State Lumber Inc	\$23,694	4%
Cinchem LLC	\$19,775	3%
Access Hardware Supply	\$19,513	3%
Center Hardware Co Inc	\$18,022	3%
Sigillo Supply Inc	\$17,656	3%

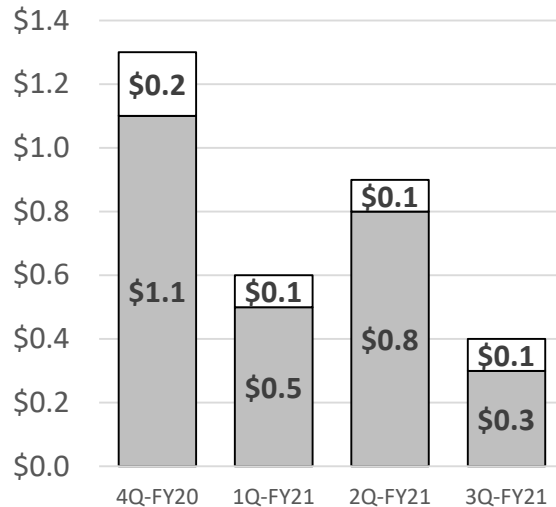
Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

ADM

\$485K	
378 Transactions	
LBE:	\$86,365
Non-LBE:	\$398,828

Top 10 Procurement Categories		
Description	\$	% of Total
Parts And Accessories, Automotive, Miscellaneous	\$91,903	19%
Laboratory Supplies: Asbestos Squares, Corks, Files, Glass C	\$34,070	7%
Chillers, Heat Exchangers And Receivers	\$18,710	4%
Equipment Maintenance And Repair Services For Automobiles	\$16,338	3%
Laboratory Equipment	\$14,783	3%
Generators, Stationary Type (Not Automotive)	\$10,420	2%
Cleaners, Miscellaneous, (Not Otherwise Listed)	\$9,803	2%
Appraisal Services, Real Estate	\$9,800	2%
Fuel Management Services	\$9,800	2%
Fuel Site Maintenance And Repair	\$9,789	2%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Southland Medical LLC	\$23,928	5%
Pacific Coast Trane Controls	\$21,864	5%
Waxie Sanitary Supply	\$17,209	4%
R B Petroleum Services	\$16,499	3%
Government Scientific Source, Inc	\$14,783	3%
Contra Costa Powersports	\$12,159	3%
City Mechanical Inc	\$11,703	2%
CD & Power	\$11,550	2%
Vortech Industries	\$11,180	2%
Honeywell International Inc	\$10,605	2%

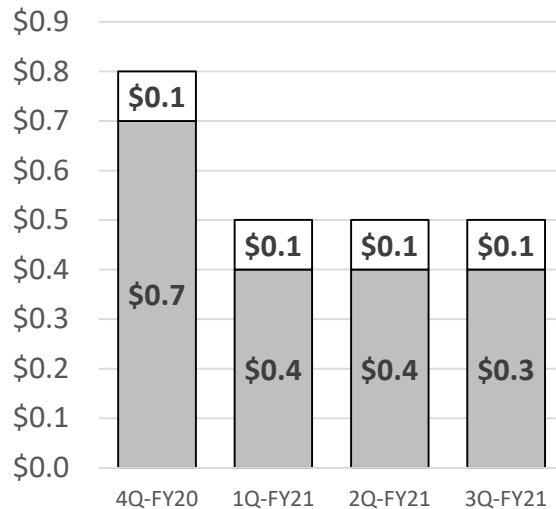
Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

POL

\$424K	
218 Transactions	
LBE:	\$32,096
Non-LBE:	\$392,318

Top 10 Procurement Categories		
Description	\$	% of Total
Gasoline, Aviation (Including Jet Fuel)	\$66,147	16%
Police And Prison Equipment And Supplies	\$61,334	14%
Service Charges	\$48,400	11%
Door Installation, Maintenance, And Repair (Metal)	\$12,709	3%
Animal Food For Zoo And Farm Animals	\$11,295	3%
Hats And Helmets, Safety (Incl. Fire Helmets)	\$10,637	3%
Laboratory Equipment, Accessories And Supplies: General Analysis	\$10,100	2%
Evidence Bags, Containers And Supplies	\$9,973	2%
Electrical (Alternator/Generator, Battery, Ignition System	\$9,874	2%
Laboratory And Scientific Equipment And Supplies	\$9,813	2%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Ferrellgas LP	\$66,147	16%
Blaisdell's Business Products	\$47,208	11%
L C Action Police Supply	\$27,544	6%
Victory Tactical Gear LLC	\$19,995	5%
Life-assist Inc	\$16,263	4%
Metro Mobile Communications	\$13,188	3%
Union Rolling Door Company	\$12,709	3%
Azevedo Feed Inc	\$11,295	3%
Vortech Industries	\$10,199	2%
Range Maintenance Services LLC	\$10,000	2%

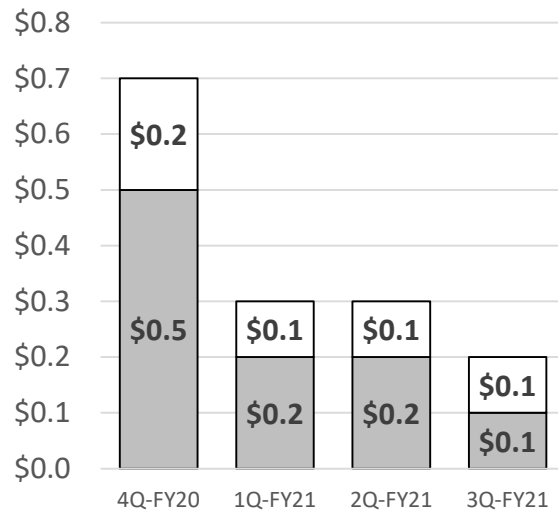
Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

SHF

\$355K	
181 Transactions	
LBE:	\$124,156
Non-LBE:	\$231,790

Top 10 Procurement Categories		
Description	\$	% of Total
Janitorial Supplies, General Line	\$32,988	9%
Fasteners: Bolts, Nuts, Pins, Rivets, Screws, Etc.	\$20,985	6%
Computer Hardware And Peripherals For Microcomputers	\$16,796	5%
Prisoner Clothing	\$14,891	4%
Furniture: Office	\$13,260	4%
Office Supplies, General	\$9,994	3%
Vehicle Safety Systems (Including Collision Avoidance)	\$9,965	3%
Keystock, All Sizes	\$9,730	3%
Desk Accessories: Alphabetizers, Cash Boxes, Desk Files	\$9,620	3%
Air Conditioners: Controlled Environment (For Computer Rooms)	\$9,520	3%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Arranged4Comfort	\$33,529	9%
ABC Valve And Tool	\$28,489	8%
Santora Sales	\$26,474	7%
Northern Californias Emergency Vehicle	\$16,940	5%
Adamson Police Products	\$16,095	5%
L C Action Police Supply	\$12,302	3%
Charm Tex	\$10,629	3%
California Veteran Supply Inc.	\$10,558	3%
A A A Fire Protection Services	\$9,853	3%
City Lumber & Hardware	\$9,730	3%

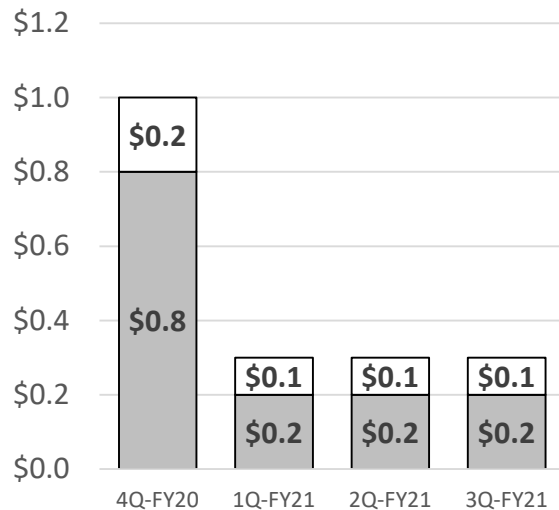
Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

AIR

\$266K	
126 Transactions	
LBE:	\$63,294
Non-LBE:	\$202,965

Top 10 Procurement Categories		
Description	\$	% of Total
FIRST AID AND SAFETY EQUIPMENT AND SUPPLIES (EXCEPT NUCLEAR	\$23,160	9%
AUTOMOTIVE SHOP AND RELATED EQUIPMENT AND SUPPLIES	\$17,404	7%
MACHINERY AND HARDWARE, INDUSTRIAL	\$16,128	6%
BUILDER'S SUPPLIES	\$13,024	5%
CHEMICALS AND SOLVENTS, COMMERCIAL (IN BULK)	\$12,393	5%
PRINTING AND TYPESETTING SERVICES	\$10,920	4%
Airport Ground Handling Services	\$10,000	4%
Respiratory Protection Equipment and Parts (Including CPAP E	\$9,942	4%
Generators, Portable and Stationary, Including Parts and Acc	\$9,861	4%
Support Services, Computer (Includes Computer Warranties)	\$9,200	3%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Range Maintenance Services Llc	\$10,000	4%
Total Safety Supplies & Solutions	\$9,942	4%
Liberty Electric Of San Mateo Inc	\$9,861	4%
Resource Supply LLC	\$9,617	4%
Lavi Industries	\$9,589	4%
Thermo Scientific Portable Analyst Instruments	\$9,200	3%
Omega Industrial Supply Inc	\$8,871	3%
Midwest Sign & Screen Printing Supply Co	\$8,296	3%
Sonoma Graphic Products	\$8,132	3%
Mitchell Imaging	\$7,716	3%

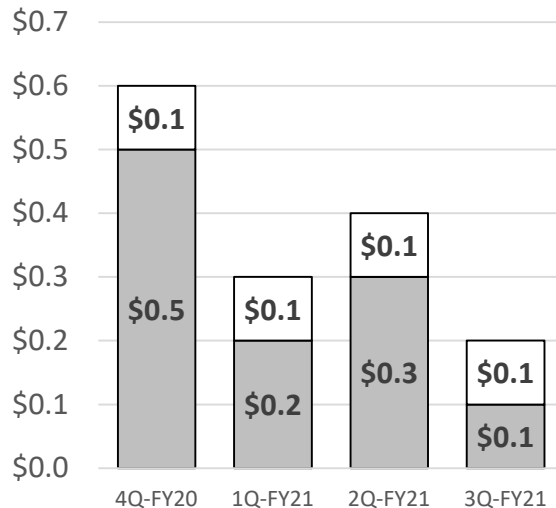
Prop Q Procurement Analysis (Q3 Fiscal Year 2020/21)

FIR

\$208K	
121 Transactions	
LBE:	\$53,729
Non-LBE:	\$155,222

Top 10 Procurement Categories		
Description	\$	% of Total
Fire Protection Equipment And Supplies	\$12,583	6%
Generator Rental Or Lease	\$12,498	6%
Fuel, Oil, Grease And Lubricants	\$9,815	5%
Door Installation, Maintenance, And Repair (Metal)	\$9,801	5%
Building Maintenance, Installation And Repair Services	\$9,331	4%
Rescue Equipment, Supplies And Accessories Including Rescue	\$8,133	4%
Lighting Fixtures, Outdoor: Floodlights, Spotlights, Yard Lights	\$8,132	4%
Purchasing Consulting (Incl. Specification Development)	\$7,449	4%
Janitorial/Custodial Services	\$7,040	3%
Hats And Helmets, Safety (Incl. Fire Helmets)	\$6,946	3%

Prop Q Spend per Quarter*



■ Non-LBE □ LBE

* \$ in millions

Top 10 Vendors		
Description	\$	% of Total
Dushan Medan Construction	\$25,440	12%
Delao Electric	\$14,661	7%
L N Curtis & Sons	\$13,456	6%
Center Hardware Co Inc	\$10,634	5%
Cd & Power	\$10,191	5%
Auto Body By George	\$8,733	4%
United California Glass & Door	\$7,981	4%
Bauer Compressors	\$7,660	4%
East West Fire Apparatus Consultants, Inc	\$7,449	4%
Aim To Please Janitorial Services, Inc	\$7,040	3%

DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBEs	% OF TOTAL
ADM	\$485,193	\$86,365	18%
ADP	\$9,787	\$0	0%
AIR	\$266,259	\$63,294	24%
ART	\$35,336	\$0	0%
ASR	\$11,874	\$2,366	20%
BOS	\$6,141	\$4,242	69%
CAT	\$35,612	\$18,519	52%
CFC	\$11,263	\$5,000	44%
CHF	\$124	\$0	0%
CON	\$3,125	\$0	0%
CPC	\$24,813	\$11,540	47%
CSS	\$8,215	\$0	0%
DAT	\$12,204	\$3,134	26%
DBI	\$7,831	\$0	0%
DEM	\$20,827	\$702	3%
DPA	\$29,733	\$16,903	57%
DPH	\$1,031,134	\$250,590	24%
DPW	\$672,424	\$319,526	48%
ECN	\$3,444	\$0	0%
ENV	\$1,003	\$0	0%
ETH	\$274	\$0	0%



DEPARTMENT	TOTAL PROP Q PURCHASES	TOTAL PROP Q PURCHASES FROM LBEs	% OF TOTAL
FIR	\$208,951	\$53,729	26%
HOM	\$20,548	\$6,639	32%
HRC	\$19,161	\$10,000	52%
HRD	\$40,327	\$612	2%
HSA	\$172,366	\$45,364	26%
HSS	\$2,228	\$604	27%
JUV	\$78,212	\$27,538	35%
LIB	\$75,692	\$15,933	21%
MTA	\$851,008	\$352,761	41%
MYR	\$8,210	\$0	0%
PDR	\$7,850	\$6,107	78%
POL	\$424,415	\$32,096	8%
PRT	\$174,002	\$94,010	54%
PUC	\$1,550,579	\$384,425	25%
REC	\$749,228	\$274,226	37%
REG	\$8,719	\$6,893	79%
RET	\$12,264	\$596	5%
RNT	\$7,475	\$5,780	77%
SHF	\$355,946	\$124,156	35%
TIS	\$72,266	\$776	1%
TTX	\$16,330	\$2,853	17%
WAR	\$21,477	\$0	0%
WOM	\$2,700	\$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 or Jessica.Leslie@sfgov.org.

Please visit the **Prop Q Delegated Departmental Purchasing Dashboard** on [SF Reports & Analytics](#) for additional Prop Q data by department.

The **Prop Q Delegated Departmental Purchasing Certification** can be accessed by visiting [SF Learning](#) or the [OCA Website](#).

Released: May 2021