



City and County of San Francisco  
London Breed, Mayor

# San Francisco Department of Public Health


Dr. Grant Colfax  
Director of Health

## MEMORANDUM

**DATE:** April 29, 2021

**TO:** The Honorable Members of the Health Commission

**THROUGH:** Greg Wagner, Chief Operating Officer

**FROM:** Michelle Ruggels, Director, DPH Business Office 

**RE:** **Request for approval of contracts to be designated as potential sole source, professional services contracts for health, behavioral health, and support services provided by non-profit contractors, as authorized by San Francisco Administrative Code Section 21.42.**

Each year, the DPH Office of Contracts Management and Compliance (OCMC) submits a list of contracts to the Health Commission for advance approval of sole source waiver usage, based specifically on San Francisco Administrative Code, Chapter 21.42 parameters. Chapter 21.42 was enacted to enable DPH to continue services should a potential gap period between the expiration of an authorized contract term, and the completion of a new RFP process occur, or to begin an essential service, pending the completion of a solicitation process. This list is also referred to as the “DPH Sole Source List.”

Chapter 21.42 authorizes the SF Health Commission to designate as sole source, professional services contracts for health, behavioral health and support services provided by non-profit organizations, when recommended by the Department where such services are:

- (1) Unique to the DPH
- (2) Consistent with its mission and goals
- (3) Require specialized knowledge, training, personnel, facilities or other resources that are known to be provided by a limited number of non-profit contractors.

This list contains all existing DPH non-profit contractors, most of which will not require the usage of a sole source waiver. However, if a need arises during the fiscal year for the usage of a “21.42 sole source waiver,” the City’s Office of Contract Administration (OCA) will use the Health Commission’s subject approved list as the basis for their expedited approval. The list below contains the names of contractors which the Department recommends be included on the FY21-22 list. Approval of this list by the Health Commission greatly expedites the Department’s contract approval process, thereby ensuring no service or payment gaps. Attached is a supporting grid identifying the following per the FY21-22 list:

- Additions of contractors with which DPH may wish to contract, in response to particular initiatives or specialized grant funding;
- Recommendations to retain certain contractors without current contracts, but where we want to be able to initiate a contract should an immediate need arise.

Thank you for your time and attention. Please let us know if you need further information.

The Honorable Members of the Health Commission Finance Committee

May 04, 2021

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18 Reasons  
3<sup>rd</sup> Street Youth Center & Clinic  
A Better Way  
AGUILAS, Inc.  
AIDS Legal Referral Panel of the San Francisco Bay Area  
Alternative Family Services, Inc.  
APA Family Support Services  
BAART Community Healthcare  
Baker Places  
Bay Area Air Quality Management District  
Bayview Hunter's Point -YMCA  
Bayview Hunter's Point Foundation  
Boys and Girls Club of San Francisco  
California Pacific Medical Center  
Catholic Charities  
Center on Juvenile and Criminal Justice  
Center to Promote Healthcare Access dba Social Interest Solutions  
Central American Resource Center (CARCEN)  
Central City Hospitality House  
Children's Council of San Francisco  
Chinese Hospital Association  
City College of San Francisco  
Community Forward SF aka Community Awareness and Treatment Services (CATS)  
Community Housing Partnership  
Community Music Center of San Francisco  
Community Youth Center San Francisco  
Conard House  
Curry Senior Center  
Dignity Health/ St. Mary's Medical Center  
Dolores Street Community Center  
East Bay Agency for Children  
Edgewood Center for Children and Families  
Eldergivers- Art With Elders  
Episcopal Community Services of San Francisco  
Family Service Agency of San Francisco  
Felton Institute  
Fort Help, LLC  
Fort Help Mission, Inc.  
Friendship House Association of American Indians of San Francisco  
FUUSE Corps  
Glide Foundation (Board of Trustees of the Glide Foundation)  
Harm Reduction Coalition  
Harm Reduction Therapy Center  
HealthRIGHT 360  
Heluna Health dba Public Health Foundation Enterprises (PHFE)  
Homeless Children's Network  
Homeless Prenatal Program  
Horizons Unlimited of San Francisco  
Huckleberry Youth Programs  
Hyde Street Community Services  
Instituto Familiar de la Raza  
International Institute of the Bay Area  
Jamestown Community Center  
Japanese Community Youth Council  
Jewish Family and Children's Services  
Justice & Diversity Center of the Bar Assn. of San Francisco  
Larkin Street Youth Services  
Latino Commission  
Lavender Youth Recreation & Information Center (LYRIC)  
Learning for Action (Bay Area Trauma Informed System of Care)  
Life Learning Academy  
Livable City  
Lutheran Social Services of Northern California  
Maitri AIDS Hospice  
Mental Health Association of SF  
Mission Council on Alcohol Abuse for the Spanish-Speaking  
Mission Language and Vocational School  
Mission Neighborhood Health Center  
Mt. St. Joseph-St. Elizabeth's  
Center for Families in Recovery  
NAMI San Francisco  
Napa County Health and Human Services  
Native American Health Center  
NICOS Chinese Health Coalition  
North East Medical Services (NEMS)  
Oakes Children's Center  
Positive Resource Center  
Progress Foundation  
Project Open Hand  
Public Health Institute  
Rafiki Coalition for Health and Wellness  
Regents of the University of California  
Richmond Area Multi Services (RAMS)  
Safe and Sound  
Saint Francis Memorial Hospital  
Samuel Merritt University  
San Francisco AIDS Foundation  
San Francisco Community Clinic Consortium  
San Francisco Community Health Authority  
San Francisco Community Health Center  
San Francisco Food Bank  
San Francisco Lesbian Gay Bisexual Transgender Community Center

San Francisco Mental Health and Education Fund  
San Francisco Public Health Foundation  
San Francisco Study Center  
San Francisco Unified School District  
Seneca Center  
Shanti Project  
Sierra Hospital  
SisterWeb  
Special Services for Groups  
Sonoma County Department of Health and Human Services  
St. James Infirmary  
St. Vincent de Paul Society Swords to Plowshares  
The Medical Clown Project  
The Salvation Army A California Corp  
Tides Center  
Unity Care Group, Inc.  
Victor Treatment Centers  
West Coast Children's Clinic  
Westside Community Mental Health Center  
Yale University School of Medicine  
YMCA of San Francisco  
Youth Leadership Institute.



Designation of FY21-22 DPH Sole Source Services provided by Non-Profit Contractors (S.F. Admin. Code Sect. 21.42)

	A	B	C	D	E	F	G	H	I	J	K	L
	Change since FY20-21 list	Ch. 21.42 authority used for this contractor and these services since 7/1/16	Contractor Name	Hospital & Hospital Support Services	Primary Care	HIV/AIDS Health Services	Behaviorial Health	Maternal and Child Health	Other SF Health Network	Environmental Health	Community Health Equity & Promotion	Other Population Health
1												
2	<b>New to List</b>											
3	New to List	No	Chinese Hospital Association	X								
4	New to List	No	Homeless Prenatal Program				X	X				
5	New to List	No	Life Learning Academy				X					
6	New to List	No	Mission Language and Vocational School						X		X	X
7	New to List	No	Napa County Health and Human Services						X		X	X
8	New to List	No	Public Health Institute				X	X			X	X
9	New to List	No	Samuel Merritt University						X			
10	New to List	No	SisterWeb					X				
11	New to List	No	Booker T. Washington Community Services Center				x	x	x		x	x
12	New to List	No	FACES SF (Family and Child Empowerment Services)				x	x	x		x	x
13	New to List	No	Southwest Community Cooperation				x	x	x		x	x
14	<b>Not Current Contractor, Recommend to keep on list</b>											
15	Not Current Contractor, keep on list	No	California Pacific Medical Center			X	X		X			X
16	Not Current Contractor, keep on list	No	Tenderloin Neighborhood Development Corp.						X		X	
17	<b>Current Contractors, Recommend to keep on list</b>											
19	Current Contractor	Yes	18 Reasons					X				
20	Current Contractor	Yes	3rd Street Youth Center & Clinic				X					
21	Current Contractor	Yes	A Better Way				X					
22	Current Contractor	Yes	AGUILAS, Inc.			X					X	X
23	Current Contractor	Yes	AIDS Legal Referral Panel of the San Francisco Bay Area			X					X	X
24	Current Contractor	Yes	Alternative Family Services, Inc.				X	X				
25	Current Contractor	Yes	APA Family Support Services		X			X	X			X
26	Current Contractor	Yes	BAART Community Healthcare (BCH)		X		X				X	X
27	Current Contractor	Yes	Baker Places			X	X				X	X
28	Current Contractor	Yes	Bay Area Air Quality Management District								X	X
29	Current Contractor	Yes	Bayview Hunter's Point - YMCA				X					X
30	Current Contractor	Yes	Bayview Hunter's Point Foundation for Community Improvement, Inc.			X	X				X	X
31	Current Contractor	Yes	Boys and Girls Clubs of San Francisco				X					
32	Current Contractor	Yes	Catholic Charities CYO			X	X				X	
33	Current Contractor	Yes	Center on Juvenile and Criminal Justice				X					X
34	Current Contractor	Yes	Center to Promote Healthcare Access dba Social Interest Solutions						X			
35	Current Contractor	Yes	Central American Resource Center (CARCEN)		X			X				
36	Current Contractor	Yes	Central City Hospitality House				X					
37	Current Contractor	Yes	Children's Council of San Francisco				X	X				X
38	Current Contractor	Yes	City College of San Francisco				X				X	
39	Current Contractor	Yes	Community Forward SF aka Community Awareness and Treatment Services (CATS)			X	X				X	
40	Current Contractor	Yes	Community Housing Partnership				X					
41	Current Contractor	Yes	Community Music Center of San Francisco	X								
42	Current Contractor	Yes	Community Youth Center San Francisco				X	X				
43	Current Contractor	Yes	Conard House				X					
44	Current Contractor	Yes	Curry Senior Center		X		X					
45	Current Contractor	Yes	Dignity Health/St. Mary's Medical Center		X	X	X				X	X
46	Current Contractor	Yes	Dolores Street Community Center			X					X	

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1												
47	Current Contractor	Yes	East Bay Agency for Children				X					
48	Current Contractor	Yes	Edgewood Center for Children and Families				X	X				
49	Current Contractor	Yes	Eldergivers	X								
	Current Contractor	No	Episcopal Community Services of San Francisco				X					X
50												
51	Current Contractor	Yes	Felton Institute (Family Services Agency)	X		X	X	X				X
52	Current Contractor	Yes	Fort Help, LLC				X					
53	Current Contractor	Yes	Fort Help Mission, Inc.				X					
	Current Contractor	Yes	Friendship House Association of American Indians of San Francisco				X					
54												
55	Current Contractor	Yes	FUSE Corps						X			
	Current Contractor	Yes	Glide Foundation aka Board of Trustees of the Glide Foundation			X					X	
56												
57	Current Contractor	No	Harm Reduction Coalition								X	
58	Current Contractor	Yes	Harm Reduction Therapy Center				X					
59	Current Contractor	Yes	HealthRIGHT 360		X	X	X	X			X	
60	Current Contractor	Yes	Heluna Health (dba PHFE)			X	X			X	X	X
61	Current Contractor	Yes	Homeless Children's Network				X					
62	Current Contractor	Yes	Horizons Unlimited of San Francisco				X					X
63	Current Contractor	Yes	Huckleberry Youth Programs		X		X					
64	Current Contractor	Yes	Hyde Street Community Services				X					
65	Current Contractor	Yes	Instituto Familiar de la Raza			X	X	X			X	
66	Current Contractor	No	Jamestown Community Center				X					
67	Current Contractor	Yes	Japanese Community Youth Council				X					
68	Current Contractor	Yes	Jewish Family and Children's Services				X	X				
69	Current Contractor	Yes	Larkin Street Youth Services			X	X	X			X	
70	Current Contractor	Yes	Latino Commission			X	X				X	X
	Current Contractor	Yes	Lavender Youth Recreation & Information Center (LYRIC)		X	X					X	
71												
72	Current Contractor	No	Learning for Action (Bay Area Trauma Informed System of Care)				X		X			
73	Current Contractor	No	Livable City								X	
74	Current Contractor	Yes	Lutheran Social Services of Northern California			X					X	
75	Current Contractor	Yes	Maitri AIDS Hospice			X						
76	Current Contractor	Yes	Mental Health Association of SF				X					X
	Current Contractor	Yes	Mission Council on Alcohol Abuse for the Spanish-Speaking				X					X
77												
78	Current Contractor	Yes	Mission Neighborhood Health Center		X	X					X	X
	Current Contractor	Yes	Mt. St. Joseph-St. Elizabeth's Center for Families in Recovery				X					X
79												
80	Current Contractor	Yes	NAMI San Francisco				X					X
81	Current Contractor	Yes	Native American Health Center			X	X				X	X
82	Current Contractor	Yes	NICOS Chinese Health Coalition		X		X					
83	Current Contractor	Yes	North East Medical Services	X	X							
84	Current Contractor	Yes	Oakes Children's Center				X					X
85	Current Contractor	Yes	Positive Resource Center			X	X				X	
86	Current Contractor	Yes	Progress Foundation				X					
87	Current Contractor	Yes	Project Open Hand			X					X	X
88	Current Contractor	Yes	Rafiki Coalition for Health and Wellness			X	X		X		X	X
89	Current Contractor	Yes	Regents of the University of California	X	X	X	X	X	X	X	X	
90	Current Contractor	Yes	Richmond Area Multi Services	X			X					X

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1	Current Contractor	Yes	Safe and Sound (formerly San Francisco Child Abuse Prevention Center)				X					
91	Current Contractor	Yes	Saint Francis Memorial Hospital	X			X					X
92	Current Contractor	Yes	San Francisco AIDS Foundation			X	X				X	
93	Current Contractor	Yes	San Francisco Community Clinic Consortium	X	X	X			X			
94	Current Contractor	Yes	San Francisco Community Health Authority						X			
95	Current Contractor	Yes	San Francisco Community Health Center (formerly Asian and Pacific Islander Wellness Center)		X	X	X			X	X	
96	Current Contractor	Yes	San Francisco Food Bank			X					X	
97	Current Contractor	No	San Francisco Lesbian Gay Bisexual Transgender Community Center				X					X
98	Current Contractor	Yes	San Francisco Mental Health and Education Fund				X					X
99	Current Contractor	Yes	San Francisco Public Health Foundation	X	X	X	X	X	X	X	X	X
100	Current Contractor	Yes	San Francisco Study Center			X	X			X	X	X
101	Current Contractor	Yes	San Francisco Unified School District		X		X	X	X	X	X	X
102	Current Contractor	Yes	Seneca Center				X	X				X
103	Current Contractor	No	Shanti Project	X	X	X	X		X		X	X
104	Current Contractor	No	Sonoma County Department of Health and Human Services		x	x	x		X		X	X
105	Current Contractor	Yes	Special Services for Groups				X					X
106	Current Contractor	Yes	St. James Infirmary			X	X				X	X
107	Current Contractor	Yes	St. Vincent de Paul Society				X					X
108	Current Contractor	Yes	Swords to Plowshares				X					X
109	Current Contractor	Yes	Tides Center		X		X	X	X		X	X
110	Current Contractor	Yes	The Justice & Diversity Center of The Bar Association of San Francisco				X	X				X
111	Current Contractor	Yes	The Salvation Army A California Corp			X	X	X			X	X
112	Current Contractor		The Medical Clown Project	X								
113	Current Contractor	Yes	Unity Care Group, Inc.				X					X
114	Current Contractor	Yes	Victor Treatment Centers				X					X
115	Current Contractor	Yes	West Coast Children's Clinic				X					X
116	Current Contractor	Yes	Westside Community Mental Health Center		X	X	X				X	X
117	Current Contractor	Yes	Yale University, School of Medicine				X					
118	Current Contractor	Yes	YMCA of San Francisco				X	X			X	X
119	Current Contractor	Yes	Youth Leadership Institute				X			X		
120	Current Contractor	Yes								X		

	<b>Additional Information regarding 21.42 Approval List</b>
<p>S.F. Administrative Code, Chapter 21.42: <i>How are Organizations Placed on Approval List?</i></p>	<ul style="list-style-type: none"> <li>● The list is composed of non-profit organizations which have current contracts with DPH or have provided the services designated in each service category in the past five years.</li> <li>● DPH Contracts Office reviews the list annually to determine if a vendor should be removed from the list.</li> </ul>
<p>S.F. Administrative Code, Chapter 21.42: <i>Criteria for removing an Organization from Approval List</i></p>	<ul style="list-style-type: none"> <li>● An organization is removed from the list when: <ul style="list-style-type: none"> <li>○ DPH management determines that it is no longer the sole source of the specified services as provided for under the ordinance;</li> <li>○ DPH learns that the agency is debarred from doing business with the City or with DPH;</li> <li>○ DPH is advised that the organization is no longer in business, or when the organization has been on the list for five or more years without a DPH contract;</li> <li>○ DPH determines that other factors make it inappropriate for the vendor to remain on the list.</li> </ul> </li> </ul>
<p>S.F. Administrative Code, Chapter 21.42: <i>Examples of common reasons to use the Ch. 21.42 List</i></p>	<ul style="list-style-type: none"> <li>● The Board of Supervisors' annual budget process and related changes to DPH's budget request require a timely implementation process that may not allow for a full solicitation process initially;</li> <li>● Services tied to a facility owned or operated by the provider (such as supportive housing or residential behavioral health services);</li> <li>● Receipt or restrictions on grant monies or funding (such as agencies included in collaborative grant applications or agencies with specific legal or administrative authorization to provide services [such as Federally Qualified Health Center status]); or</li> <li>● Initiatives related to specific public health issues, target populations, collaborations, or crisis situations (such as responses to community violence, disease outbreaks, expertise gained from the experience of mental illness and the service system, or grassroots/community relationships essential to the provision of services).</li> </ul>