

- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
No. We will have city staff observe and participate in the application by the contractor to identify future needs to perform this work in house.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 09/22/2022, the Department notified the following employee organizations of this PSC/RFP request:
Laborers, Local 261

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shawndrea Hale Phone: (415) 551-4540 Email: shale@sfgwater.org

Address: 525 Golden Gate 8th Floor San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 42409 - 22/23

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 11/21/2022

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of shale@sfgwater.org
To: Hale, Shawndrea M.; laborers261@gmail.com; Hale, Shawndrea M.; dhr-psccordinator@sfgov.org
Subject: Receipt of Notice for new PCS over \$100K PSC # 42409 - 22/23
Date: Thursday, September 22, 2022 10:36:25 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

RECEIPT for Union Notification for PSC 42409 - 22/23 more than \$100k

The PUBLIC UTILITIES COMMISSION -- PUC has submitted a request for a Personal Services Contract (PSC) 42409 - 22/23 for \$500,000 for Initial Request services for the period 01/01/2023 – 12/31/2027. Notification of 30 days (60 days for SEIU) is required.

After logging into the system please select link below, view the information and verify receipt:

<http://apps.sfgov.org/dhrdrupal/node/19208> For union notification, please see the TO: field of the email to verify receipt. If you do not see all the unions you intended to contact, the PSC Coordinator must change the state back to NOT

READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again , change the state back START UNION NOTIFICATION and SAVE. You should receive the email with all unions to the TO: field as intended

Additional Attachment(s)

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # 4067 - 09/10)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Algaecide Application Services(CS-952; CS-238)

Funding Source: Water Enterprise Operating Budget

PSC Original Approved Amount: \$150,000 PSC Original Approved Duration: 12/08/09 - 02/26/11 (1 year 11 weeks)

PSC Mod#1 Amount: \$100,000 PSC Mod#1 Duration: 02/27/11-02/26/12 (1 year)

PSC Mod#2 Amount: no amount added PSC Mod#2 Duration: 02/27/12-08/26/12 (25 weeks 6 days)

PSC Mod#3 Amount: \$900,000 PSC Mod#3 Duration: 08/27/12-04/30/21 (8 years 35 weeks)

PSC Mod#4 Amount: \$500,000 PSC Mod#4 Duration: no duration added

PSC Cumulative Amount Proposed: \$1,650,000 PSC Cumulative Duration Proposed: 11 years 20 weeks

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

Specialty contractor to assist the SFPUC with the application of the sodium percarbonate algaecide (brand name PAK-27) in local source water reservoirs, including but not limited to Calaveras Reservoir, San Antonio Reservoir, Crystal Springs Reservoir and San Andreas Reservoir.

B. Explain why this service is necessary and the consequence of denial:

Treatment of Algae is to prevent taste and order issues when using surface waters such as Calaveras reservoir for drinking water. Denial of this request will prohibit the Water Supply and Treatment Division of the PUC from controlling algal growth in its local source water reservoirs, and meeting governmental requirements.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.
4053 - 08/09

D. Will the contract(s) be renewed?

Yes.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:

Not Applicable.

2. Reason(s) for the Request

A. Display all that apply

Short-term or capital projects requiring diverse skills, expertise and/or knowledge.

Services that require resources that the City lacks (e.g., office space, facilities or equipment with an operator).

Explain the qualifying circumstances:

Working with chemicals from a boat is highly specialized and this is not routine work. The work, requires specialty licensing, is periodic, and may not always be required. Specialized boats, pumps, and chemical equipment are required. It's the equipment, chemical handling and training that we do not have. No current classification requires the California Department of Pesticide Regulation Applicator Licenses needed to perform the work.

B. Reason for the request for modification:

Due to the required lower level of Calaveras reservoir, weather, heat, and various other conditions the algae in both San Antonio and Calaveras reservoirs has increased. The planned shutdown of Hetchy water supply, where we had to rely on both local reservoirs, required treatment of algae in both reservoirs. The algae growth was very high this year and we had to perform multiple treatments to local reservoirs. During the last year we also had issues when treating the Hetchy supply causing us to blend in local supply water to meet regulatory requirements. This also had us treating the local reservoirs due to high use of the local source water and the high algae growth.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Specialized boats and equipment, and training with specific chemicals to spread algaecide in reservoirs that WSTD does not have. Applicators are required by State law to have possession of a California Department of Pesticide Regulation Applicator's License.
- B. Which, if any, civil service class(es) normally perform(s) this work? 7215, General Laborer Supervisor 1; 7514, General Laborer;
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes, specialized boats, pumps and chemical equipment.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.
It's the equipment, chemical handling and training that we do not have. No current classification requires the California Department of Pesticide Regulation Applicator Licenses needed to perform the work.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: No, working with chemicals from a boat is highly specialized and this is not routine work. The work, requires specialty licensing, is periodic, and may not always be required.

6. Additional Information

- A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.
- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
No Training.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
The current contractor will perform the work.

**7. Union Notification: On 12/05/18, the Department notified the following employee organizations of this PSC/RFP request:
Laborers, Local 261;**

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Bill Irwin Phone: 415-934-3975 Email: wirwin@sfgwater.org

Address: 525 Golden Gate Ave, Eighth Floor, San Francisco, CA 94103

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4067 - 09/10

DHR Analysis/Recommendation:

Commission Approval Not Required

Approved by DHR on 01/03/2019

April 16, 2012 Regular Meeting

MINUTES

Regular Meeting

April 16, 2012

2:00 p.m.

ROOM 400, CITY HALL

1 Dr. Carlton B. Goodlett Place

CALL TO ORDER

2:00 p.m.

ROLL CALL

President E. Dennis Normandy	Notified absence.
Vice President Kate Favetti	Present
Commissioner Scott R. Heldfond	Present
Commissioner Mary Y. Jung	Present

Vice President Kate Favetti presided.

REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION OF THE CIVIL SERVICE COMMISSION AND WHICH IS NOT APPEARING ON TODAY'S AGENDA

Edith Horner, former Redevelopment Agency employee inquired on the status of a proposed rule for a "Redevelopment Agency Only Priority Eligible List" to be added to the Civil Service Commission Rules as a result of an agreement between the City, SEIU Local 1021 and IFPTE Local 21. The proposed rule would allow former employees of the RDA who were laid-off to be rehired by the City and County of San Francisco before any other outside applicant.

Ed Warshauer, SEIU Local 1021 requested that Item #9 on the Consent Agenda be severed.

APPROVAL OF MINUTES

Regular Meeting of April 2, 2012

Action: Adopted. (Vote of 3 to 0)

COMMENDATION AGENDA

0083-12-1

Commendation for Paul Zarefsky, Deputy City Attorney for his outstanding service as General Counsel to the Civil Service Commission. (Item No. 5)

Anita Sanchez, Executive Officer

Kate Favetti, Vice President

Speakers:

Commissioner Mary Jung

Paul Zarefsky, Deputy City Attorney

Action: Adopted. (Vote of 3 to 0)

Note:

Mr. Zarefsky thanked the Commission for the Commendation and stated that much of his work has been a collaborative effort of the staff of the Office of the City Attorney. It has been an honor for him to serve the Commission and he accepts the Commendation on behalf of his entire Office. He introduced Deputy City Attorney Sallie Gibson who will replace him as General Counsel to the Commission and stated that she is well qualified for the task.

HUMAN RESOURCES DIRECTOR'S REPORT (Item No. 6)

No report.

EXECUTIVE OFFICER'S REPORT (Item No. 7)

No report.

**0084-12-8 Review of request for approval of proposed personal services contracts.
(Item No. 8)**

PSC#	Department	Amount	Type of Service	Type of Approval	Duration
4108-11/12	Art Commission	\$1,646,800	Design, fabricate and install artwork for San Francisco International Airport for new SFO construction in Terminal 3, (Boarding Areas E and F), and the new Control Tower building.	Regular	06/30/15
4109-11/12	Environment	\$60,000	The Contractor must implement an educational campaign directed to motorcycle owners in San Francisco and must perform the following functions: 1) Identify local venues, events, forums and networks conducive to reaching motorcyclists, 2) Inform DIYers of the requirement to recycle used motor oil and filters, 3) Provide specific information on disposal options, 4) Develop an incentives program to encourage proper disposal, 5) Organize and conduct person-to-person outreach and education based on demonstrated behavior change strategies, 6) Create advertisements in media that may include online sites, print and and/or broadcast media, 7) Provide any necessary materials, incentives and supporting web-based tools for behavior assessments needed to conduct successful outreach and education among motorcyclists.	Regular	12/31/12
4110-11/12	Human Resources	\$200,000	Contractor will provide technical consulting services necessary to 1) analyze the physical ability requirements for Q-2 Police Officer; 2) review the design and content of the current Q-2 physical ability examination, and revise it if necessary, based on those requirements to ensure the selection procedure is valid, and; 3) recommend a passing point on the physical ability examination component to ensure that it is valid and defensible.	Regular	12/31/14
4111-11/12	Human Resources	\$400,000	Contractor will provide web-based computer software licenses and software support for a proprietary training program for City supervisors and managers that meet the requirements of California Government Code Section 129501.1.	Regular	05/31/18
4112-11/12	Juvenile Court	\$300,000	This one-time contract, with ongoing hosting services, will seek to develop and implement a web-based case management software to assist Probation Officers in assessing and monitoring youthful offenders.	Regular	05/14/14

4113-11/12	Public Health	\$50,000,000	<p>In July 2006, the San Francisco Board of Supervisors adopted the Health Care Security Ordinance, which charged DPH with the responsibility for developing a new health access program called Healthy San Francisco. This ordinance requires DPH to "coordinate with a third party vendor to administer program operations, including basic customer services, enrollment, tracking service utilization, billing and communication with the participants." (SF Admin Code Sec. 14.2) DPH selected the San Francisco Health Plan (SFHP) as third party vendor. SFHP, operated by the Community Health Authority, is a government entity created by the City in 1994 solely to serve as a health maintenance organization to increase access to health care for low and moderate income San Franciscans. As the third party vendor for HSF, SFHP: 1) assists in eligibility and enrollment functions, 2) manages participant fee billing and collection, 3) receives utilization data and develops utilization reports, 4) communicates program information to participants, 5) handles external communications and outreach activities, 6) conducts provider network development and communication, 7) ensures reimbursement to non-DPH health care providers in network, 8) manages participation of employers and employees, 9) coordinates chronic care management/health promotion services, 10) oversees customer service, and 11) provides other administrative functions. SFHP provides similar services for SFPATH, a federally supported healthcare program for low-income adults which the Department launched in July 2011 as required under California's 1115 Medicaid Waiver.</p>	Regular	06/30/14
4114-11/12	Public Utilities Commission	\$500,000	<p>Specialized professional services to provide expert risk assessment related to naturally occurring asbestos (NOA) on the Calaveras Dam Replacement Project (CDRP) in Alameda County, CA. Services to include critical review of air monitoring data collected during construction and to make recommendations for modifications to the air monitoring methodology and/or other actions based on results.</p>	Regular	04/16/16
4106-09/10	Airport Commission	<p>Increase Amount \$5,000,000 New Amount \$7,400,000</p>	<p>Work will include providing project controls and reporting, project scheduling, project budgeting, document control, project coordination, project planning, design management and construction management services for Airport Terminal and Facility Projects. This request is for all Airport Capital Improvement Project work excluding Terminal 2. Construction Management services on this project were originally approved for \$2.4M; however, due to the increased project scope and duration of the Terminal 3, Boarding Area E Improvements Project, the Airport has increased the budget. The construction project scope now includes expanding the building's footprint by approximately 18,700 square feet and updating fixtures to code. The existing footprint of the building is approximately 48,000 square feet. Construction Management services have increased to incorporate the applicable seismic work.</p>	Modification	02/01/17

4008-09/10	Public Utilities Commission	<p>Increase Amount</p> <p>\$300,000</p> <p>New Amount</p> <p>\$600,000</p>	<p>This service is necessary as an adjunct to the SFPUC SFGreasecycle program designed to reduce or eliminate grease discharges to the sewer system. This successful pilot program now provides cooking oil collection service, as well as participation in a renewable energy program, to over 600 San Francisco restaurants as well as City residents. Expansion of this program to adequately handle other organic waste streams allows for dramatic reduction in SFPUC greenhouse gas emissions while procuring "energy Rich" assets to be utilized in co-generation of our treatment plants and biodiesel for the SFPUC fleet. Without this program there is no low cost alternative for commercial enterprises to grease disposal and other incentives to eliminate grease disposal to the sewer system. Further, not expanding this program would result in reduced revenue and possible penalties.</p>	Modi- fication	07/01/15
4054-08/09	Public Utilities Commission	<p>Increase Amount</p> <p>\$15,000,000</p> <p>New Amount</p> <p>\$29,700,000</p>	<p>This modification is necessary because there are several projects (see attached list) that will require as-needed environmental services. Additional Sewer System Improvement Program (SSIP) projects, Hetch Hetchy Water and Power Improvement Program (HHIP) projects, and other capital projects will be identified during the Agreements' durations. These infrastructure improvement programs and other capital projects require additional short-term, specialized work and technical expertise to support their environmental, design, and construction management phases. Without the information and recommendations generated by this specialized expertise, these phases can be delayed or stopped; hence construction would be delayed or, if environmental permits were not obtained, disallowed.</p>	Modi- fication	03/30/18
4067-09/10	Public Utilities Commission	<p>Increase Amount</p> <p>\$900,000</p> <p>New Amount</p> <p>\$1,150,000</p>	<p>An outside specialty contractor was hired to treat the City's source water reservoirs with a new chemical (sodium carbonate peroxyhydrate) to control algal growth. Although, the City provides the chemical for the treatment, the contractor has provided the expert labor and all specialty equipment to disperse the chemical. Denial of this request will prohibit the Water Supply and Treatment Division of the PUC from controlling algal growth in its local source water reservoirs. This could lead to a violation of governmental resource agency regulations and potential water delivery shortages to the City and over 40 wholesale customers.</p>	Modi- fication	04/30/21

Speakers: Dave Johnson and Brent Lewis, Department of Human Resources spoke on PSC #4110-11/12.

Action: Adopted the report; Approved request for proposed personal services contracts. Notified the Office of the Controller and the Office of Contract Administration. (Vote of 3 to 0)

0092-12-3

Salary Survey for Registered Nurse Classifications (Charter Section A8.403), 2012-2013. (Item No. 9)

Rich David, Department of Human Resources

Susanne Paradis, Registered Nurse, Department of Public Health

Steve Ponder, Department of Human Resources

Speakers:

Paul Zarefsky, Deputy City Attorney

Ed Warshauer, SEIU Local 1021

Peter Finn, Teamsters Local 856

Rebecca Morrow, Registered Nurse, Department of Public Health

Liz Hewlett, Registered Nurse, Department of Public Health

Adopted the report; Certified to the Board of Supervisors the Medical Center A Staff Nurse II rate of \$69.97 is the highest prevailing wage rate in effect on April 15, 2012. (Vote of 3 to 0)

Action:

The Commission supported a condition to the motion added by Commissioner Heldfond that the Department of Human Resources, SEIU Local 1021 and Teamsters Local 856 work together to discuss the feasibility of a separate report on the benefits portion or a methodology for the survey.

0085-12-8

Review of request for approval of proposed personal services contract – Omit Posting. (Item No. 10)

PSC#	Department	Amount	Type of Service	Type of Approval	Duration
4115-11/12	Public Defender	\$72,166	Center on Juvenile and Criminal Justice (CJCJ) youth advocate services are necessary to provide community support and monitoring to youth at their school sites, in Court, in their homes and in their communities. CJCJ will provide and intensive case management approach to promote each youth's school and community adjustment by ensuring access to appropriate educational supports. The youth advocate will work as a team with the Public Defender education attorney. The LEAP attorney is the team leader and the education youth advocate works under the daily supervision of the LEAP attorney. The youth advocate is an agent of the attorney and protected by the attorney – client privilege. While the education attorney advocates for the legal educational rights of the youth, the youth advocate ensures that an individualized service plan is developed for the youth to provide consistent and close supervision of the youth in compliance with education plans. The youth advocate will be based in the community and will work daily in the schools, interacting with school teachers, administrators, and support staff. The youth advocate will also assist the LEAP attorney in advocating for educational system's reform by conducting education workshops for parents and guardians who are the education rights holders of youth, testifying before school board hearings and meetings, and interfacing with community based agencies to improve policies and procedures that impact school success for Public Defender juvenile clients.	Regular	12/31/12

Speakers: Patricia Lee, Office of the Public Defender

Action: Adopted the report; Approved request for proposed personal services contract. Notified the Office of the Controller and the Office of Contract Administration. (Vote of 3 to 0)

0345-11-2 Preliminary Report of Salary Survey Results: Salary Setting for Elected Officials (Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, and Sheriff) of the City and County of San Francisco for a five (5) year cycle, effective July 1, 2012 through June 30, 2017, in accordance with Charter Section A8.409-1. (Item No. 11)

January 9, 2012: Accepted the report.

February 6, 2012: Accepted the report.

March 19, 2012: Accepted the report.

Speakers: Luz Morganti, Civil Service Commission

Action: Accepted the report. (Vote of 3 to 0)

COMMISSIONERS' ANNOUNCEMENTS/REQUESTS (Item No. 12)

Vice President Favetti requested the staff to look into reasons for the prices charged for the raising of the flag by the Department of Public Works according to the article in the San Francisco Examiner. She also inquired about the status of the information she requested regarding the hiring process of a Plumber Supervisor at the San Francisco Unified School District.

ADJOURNMENT (Item No. 13)

3:13 p.m.

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION -- PUC

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # _____)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Project Scheduling and Cost Control Staff Augmentation Services

Funding Source: SFPUC Capital Improvement Programs

PSC Duration: 10 years 2 days

PSC Amount: \$15,000,000

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The scope of work includes obtain services to augment and assist SFPUC staff with specialized program/ project scheduling, Critical Path Method (CPM) scheduling, forecasting, change control, cost controls, and cost estimating for capital improvement projects and programs, review construction change orders and evaluate cost and schedule impacts, database modifications, upload/download of data from other software systems to the Primavera suite of tools used in Program Controls Group (PCG), and other specialized services such as providing technical training to staff.

B. Explain why this service is necessary and the consequence of denial:

SFPUC planned delivering \$10B of Capital Improvement projects over next 10 years. These projects are mostly bond funded. In order to successfully deliver these projects, the Program Controls Group (PCG) is building and maintaining cost and resource loaded project schedules in Primavera suite of tools. Additionally, PCG is responsible for monitoring, controlling and reporting project/ program level schedules and budgets. Manpower with expertise in scheduling, budgeting, cost control, cost estimating and database integration is required to augment SFPUC staff. Failure to meet these objectives would impact the ability of SFPUC to successfully complete major capital improvements planned to deliver over next 10 years.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Yes, it was provided in the past. This service has been provided by SFPUC staff and Consultant under CS 369 A&B. The PSC number (for Contract CS369A&B) is 42163-13/14.

D. Will the contract(s) be renewed?

No

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why.

The term is for 10 years due to planned capital planning over next 10 years.

2. Reason(s) for the Request

A. Indicate all that apply (be specific and attach any relevant supporting documents):

- Immediately needed services to address unanticipated or transitional situations, or services needed to address emergency situations.
- Short-term or capital projects requiring diverse skills, expertise and/or knowledge.
- Services required on an as-needed, intermittent, or periodic basis (e.g., peaks in workload).
- Cases where future funding is so uncertain that the establishment of new civil service positions, classes or programs is not feasible (including situations where there is grant funding).

B. Explain the qualifying circumstances:

SFPUC planned to deliver a significant capital improvements over next 10 years. It has been difficult to recruit city resources with the required specialized skill sets to perform scope of work listed in the section 1.B of this form. Consultants are needed to augment and assist SFPUC staff. The consultant will help us to meet peaks in workload. They will be released after completion of the work. Project funding will cover the consultant cost and no future funding is needed.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: The required special skills includes Scheduling, Cost Control, Cost Estimating, Java scripts programming, Oracle/Primavera software configurations expertise, Earned Value Management project tracking and reporting and specialize in integrating data among various databases.
- B. Which, if any, civil service class(es) normally perform(s) this work? 1041, IS Engineer-Assistant; 1042, IS Engineer-Journey; 1052, IS Business Analyst; 1054, IS Business Analyst-Principal; 5174, Administrative Engineer; 5201, Junior Engineer; 5203, Asst Engr; 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5241, Engineer; 5602, Utility Specialist;
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Consultant are needed to meet peak workload level as PUC will continue to hire a few additional City staff. Hiring consultants to augment City staff during peak workload will allow us to avoid layoffs after capital improvement projects/programs completion.

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.
The civil service classes listed above (Section 2.B) is applicable. We are currently using 5602 - Utility Specialist for scheduling positions. we also hired some 5201 Junior engineers in the past and provided them trainings to perform a scheduler work assignment. This usually takes many years to bring a new hire to the required level of skill sets to perform this work. It has been difficult to recruit city resources with the required specialized skill sets to perform this work. Consultants are needed to augment and assist SFPUC staff with specialized services listed in section 1.B of this form.

B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain. It is not practical to adopt a new civil service classification. This specialized work are related to delivery of the time sensitive improvements scheduled over next 10 years. It takes too long to adopt a new Civil Service position, but we need resources to perform this work now. Additionally, after implementation of these improvements, we do not need this expertise and we can training City resources to maintain the system. No consultant is needed after completion of capital improvement projects.

6. Additional Information

A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.

B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
Yes. We are planning to ask the consultant to provide training on as-needed basis. This will include training for scheduling, cost estimating, database integration and other trainings. This should be about 10 to 20 hours per year over life of contracts. We are anticipating training of (1) 5174, (1)5211, (1) 5241, (4) 5602, (1) 5207, (1) 5203, (2) 5201, and (2) 104X IS Engineer Series

C. Are there legal mandates requiring the use of contractual services?
No.

D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.

E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.

F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 09/26/2022, the Department notified the following employee organizations of this PSC/RFP request:

Prof & Tech Eng, Local 21; Professional & Tech Engrs, Local 21

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shawndrea Hale Phone: (415) 551-4540 Email: shale@sfgwater.org

Address: 525 Golden Gate Ave 8th Floor San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 42602 - 22/23

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required
DHR Approved for 11/21/2022

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of shale@sfgov.org
To: [Hale, Shawndrea M.](mailto:Hale, Shawndrea M.;); junko.laxamana@sfgov.org; WendyWong26@yahoo.com; wendywong26@yahoo.com; tmathews@ifpte21.org; kschumacher@ifpte21.org; pkim@ifpte21.org; amakayan@ifpte21.org; L21PSCReview@ifpte21.org; [Hale, Shawndrea M.](mailto:Hale, Shawndrea M.;); dhr-psccordinator@sfgov.org
Subject: Receipt of Notice for new PCS over \$100K PSC # 42602 - 22/23
Date: Monday, September 26, 2022 11:47:47 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

RECEIPT for Union Notification for PSC 42602 - 22/23 more than \$100k

The PUBLIC UTILITIES COMMISSION -- PUC has submitted a request for a Personal Services Contract (PSC) 42602 - 22/23 for \$15,000,000 for Initial Request services for the period 02/01/2023 – 01/31/2033. Notification of 30 days (60 days for SEIU) is required.

After logging into the system please select link below, view the information and verify receipt:

<http://apps.sfgov.org/dhrdrupal/node/19224> For union notification, please see the TO: field of the email to verify receipt. If you do not see all the unions you intended to contact, the PSC Coordinator must change the state back to NOT

READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again , change the state back START UNION NOTIFICATION and SAVE. You should receive the email with all unions to the TO: field as intended

Additional Attachment(s)

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # 42163 - 13/14)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Program Scheduling and Cost Control Staff Augmentation Services (CS-369)

Funding Source: SSIP and HSIP Programs

PSC Original Approved Amount: \$9,500,000 PSC Original Approved Duration: 10/01/14 - 09/30/18 (4 years)

PSC Mod#1 Amount: no amount added PSC Mod#1 Duration: 10/01/18-08/31/20 (1 year 48 weeks)

PSC Mod#2 Amount: \$4,500,000 PSC Mod#2 Duration: 09/01/20-09/30/22 (2 years 4 weeks)

PSC Mod#3 Amount: no amount added PSC Mod#3 Duration: 09/30/22-03/30/24 (1 year 26 weeks)

PSC Mod#4 Amount: no amount added PSC Mod#4 Duration: 03/30/24-06/30/24 (13 weeks 1 day)

PSC Cumulative Amount Proposed: \$14,000,000 PSC Cumulative Duration Proposed: 9 years 39 weeks

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The scope of work is to augment, assist and support Program Controls Support Bureau (PCSB) staff as-needed in developing and updating detailed, resource loaded project and program schedules with work breakdown structure and major milestones; providing construction Critical Path Method (CPM) scheduling support services, including review and recommendation for time extension entitlements; forecasting and monitoring status of project schedules and budgets at completion; implementing change control management measures; establishing and maintaining the Primavera-based Program Control System for all capital improvement projects such that San Francisco Public Utilities Commission (SFPUC)/City and County of San Francisco software systems can be utilized in conjunction with PCSB Program Control System for scheduling and cost, and change control/management.

B. Explain why this service is necessary and the consequence of denial:

The development, maintenance, monitoring, controlling and reporting of project /program level schedules and budgets are the responsibility of Program Controls Group (PCG) of the Project Management Bureau (PMB). Manpower with expertise in scheduling and cost estimating is required to augment SFPUC staff. Failure to meet these objectives would impact the ability of SFPUC to successfully complete Hetchy System Improvement Program (HSIP) and the Sewer System Improvement Program (SSIP) and other critical capital improvement projects on time and within budget.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Services have been provided in the past through earlier PSC request. See 42163 - 13/14

D. Will the contract(s) be renewed?

No.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:

PSC 42163-13/14 authorizes SFPUC contract CS-369.A which requires a one-year amendment from its original four-year term to a five-year term from September 1, 2015 through August 31, 2020. The duration of PSC 42163-13/14 exceeds five years after Modification No. 1 because the contract start date is later than the PSC start date.

2. Reason(s) for the Request

A. Display all that apply

Services required on an as-needed, intermittent, or periodic basis (e.g., peaks in workload).

Explain the qualifying circumstances:
no response from department

B. Reason for the request for modification:

The San Francisco Public Utilities Commission (SFPUC) seeks to continue the project/program controls cost and scheduling services from consultant to augment SFPUC staff in order to continue to provide on-going specialized program/project scheduling, Critical Path Method scheduling, forecasting, change control, cost control, and cost estimating for capital improvement projects in Sewer System Improvement Program, Water Enterprise Capital Improvement Program, and Hetch Hetchy Capital Improvement Program programs, and may also be called upon to provide other related services during the term of the agreement.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: 1) skill and expertise in CPM Scheduling, 2) experience in implementing Earned Value Method for progress reporting, 3) proficient in utilizing P6, 4) expertise in cost engineering and estimating, and 5) experience with change management/control.

B. Which, if any, civil service class(es) normally perform(s) this work? 5207, Assoc Engineer; 5241, Engineer; 5602, Utility Specialist;

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

A. Explain why civil service classes are not applicable.

The civil service classes listed above are applicable; however, consultants are needed to meet peak workload level. Hiring a consultant to augment City staff in the Program Controls Group (PCG) during peak will allow us to avoid layoffs after completion of the SSIP & HSIP.

B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: No, it would not be practical to adopt a new civil service class to perform this work since this expertise is only needed thru the completion of these programs.

6. Additional Information

A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.

B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
Training will not be provided.

C. Are there legal mandates requiring the use of contractual services?
No.

D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.

- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 06/08/22, the Department notified the following employee organizations of this PSC/RFP request:
Professional & Tech Engrs, Local 21; Prof & Tech Eng, Local 21;

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shawndrea Hale Phone: (415) 551-4540 Email: shale@sfgwater.org

Address: 525 Golden Gate Ave., 8th Floor, San Francisco, CA

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 42163 - 13/14

DHR Analysis/Recommendation:

Commission Approval Not Required

Approved by DHR on 06/17/2022

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # 42163 - 13/14)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Program Scheduling and Cost Control Staff Augmentation Services (CS-369)

Funding Source: SSIP and HSIP Programs

PSC Original Approved Amount: \$9,500,000 PSC Original Approved Duration: 10/01/14 - 09/30/18 (4 years)

PSC Mod#1 Amount: no amount added PSC Mod#1 Duration: 10/01/18-08/31/20 (1 year 48 weeks)

PSC Mod#2 Amount: \$4,500,000 PSC Mod#2 Duration: 09/01/20-09/30/22 (2 years 4 weeks)

PSC Cumulative Amount Proposed: \$14,000,000 PSC Cumulative Duration Proposed: 8 years 1 day

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The scope of work is to augment, assist and support Program Controls Support Bureau (PCSB) staff as-needed in developing and updating detailed, resource loaded project and program schedules with work breakdown structure and major milestones; providing construction Critical Path Method (CPM) scheduling support services, including review and recommendation for time extension entitlements; forecasting and monitoring status of project schedules and budgets at completion; implementing change control management measures; establishing and maintaining the Primavera-based Program Control System for all capital improvement projects such that San Francisco Public Utilities Commission (SFPUC)/City and County of San Francisco software systems can be utilized in conjunction with PCSB Program Control System for scheduling and cost, and change control/management.

B. Explain why this service is necessary and the consequence of denial:

The development, maintenance, monitoring, controlling and reporting of project /program level schedules and budgets are the responsibility of Program Controls Group (PCG) of the Project Management Bureau (PMB). Manpower with expertise in scheduling and cost estimating is required to augment SFPUC staff. Failure to meet these objectives would impact the ability of SFPUC to successfully complete Hetchy System Improvement Program (HSIP) and the Sewer System Improvement Program (SSIP) and other critical capital improvement projects on time and within budget.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Services have been provided in the past through earlier PSC request. See 42163 - 13/14

D. Will the contract(s) be renewed?

No.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:

PSC 42163-13/14 authorizes SFPUC contract CS-369.A which requires a one-year amendment from its original four-year term to a five-year term from September 1, 2015 through August 31, 2020. The duration of PSC 42163-13/14 exceeds five years after Modification No. 1 because the contract start date is later than the PSC start date.

2. Reason(s) for the Request

A. Display all that apply

Services required on an as-needed, intermittent, or periodic basis (e.g., peaks in workload).

Explain the qualifying circumstances:
no response from department

B. Reason for the request for modification:

The San Francisco Public Utilities Commission wishes to continue services to augment City staff in order to continue to provide specialized program/project scheduling, Critical Path Method scheduling, forecasting, change control, cost control, and cost estimating for capital improvement projects/programs.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: 1) skill and expertise in CPM Scheduling, 2) experience in implementing Earned Value Method for progress reporting, 3) proficient in utilizing P6, 4) expertise in cost engineering and estimating, and 5) experience with change management/control.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5207, Assoc Engineer; 5241, Engineer; 5602, Utility Specialist;
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.
The civil service classes listed above are applicable; however, consultants are needed to meet peak workload level. Hiring a consultant to augment City staff in the Program Controls Group (PCG) during peak will allow us to avoid layoffs after completion of the SSIP & HSIP.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: No, it would not be practical to adopt a new civil service class to perform this work since this expertise is only needed thru the completion of these programs.

6. Additional Information

- A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.
- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
Training will not be provided.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 02/12/20, the Department notified the following employee organizations of this PSC/RFP request:
Professional & Tech Engrs, Local 21; Prof & Tech Eng, Local 21;

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Bill Irwin Phone: 415-934-3975 Email: wirwin@swater.org

Address: 525 Golden Gate Ave., 8th Floor, San Francisco, CA

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 42163 - 13/14

DHR Analysis/Recommendation:

03/16/2020

Commission Approval Required

Approved by Civil Service Commission

03/16/2020 DHR Approved for 03/16/2020

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION -- PUC

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # _____)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Helicopter Transportation Services

Funding Source: Hetch Hetchy Water and Power Operating Bud PSC Duration: 5 years 1 day

PSC Amount: \$750,000

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The SFPUC seeks to select Proposers with proven expertise and extensive experience in the following areas: 1. Provide aerial surveying and patrol services to support the maintenance of the power transmission system; 2. Provide priority transportation services for emergency repairs of infrastructure not accessible during certain periods of the year; 3. Provide transportation to HHWP facilities in the event of unforeseen disasters or emergencies; provide training for Human External Cargo operations, and 4. Provide as-needed shuttle service between the SFPUC facilities in the Sierra Nevada and the Bay Area.

B. Explain why this service is necessary and the consequence of denial:

The SFPUC generates electricity from power houses located on the Tuolumne River and Cherry Creek in Tuolumne County. High voltage support towers carry transmission lines from the powerhouses over the Sierra Foothills and across the Central Valley to Newark. SFPUC line crews are required to patrol and inspect the support towers yearly, looking for damage to the tower members, insulators and other tower hardware. Without these patrols, SFPUC cannot detect and identify critical components (ie insulators and busses) and overall damage to the transmission towers, all of which are integral in delivering power to the grid. Transportation to remote locations for repair to infrastructure during winter months is not possible by other methods.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Yes, services have been provided in the past through PSC 4045 11/12

D. Will the contract(s) be renewed?

Yes

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why.

Current and past agreements have been for five (5) years. The five (5) year term is intended to provide budgeting and scheduling stability for Hetch Hetchy Water and Power.

2. Reason(s) for the Request

A. Indicate all that apply (be specific and attach any relevant supporting documents):

- Services required on an as-needed, intermittent, or periodic basis (e.g., peaks in workload).
- Services that require resources that the City lacks (e.g., office space, facilities or equipment with an operator).

B. Explain the qualifying circumstances:

The proposed helicopter services are required on an as-needed basis for helicopter services including, but not limited to: aerial surveying; patrol services; transportation of personnel and/or materials for infrastructure repairs; priority support during unforeseen disasters or emergencies; Human External Cargo training, and, as-needed shuttle services between SFPUC facilities in the Bay Area and/or Hetch Hetchy Water and Power. The City currently does not have resources to provide these services using existing civil service classifications.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: 1. Provide passenger services on a helicopter of a make and model certified to carry the following cargo/load: a. Three (3) HHWP/SFPUC passengers; plus b. The pilot and all crew required for the passenger services; plus c. Two hundred pounds of cargo. The helicopter must have the ability to land with the load/cargo described above at 6000' elevation above sea level at a temperature of 20 degrees Celsius. 2. Provide cargo services on a helicopter of a make and model certified to lift up to 3000 lbs. at sea level. 3. Provide a copy of the Part 135 Air Carrier Certificate and the Part 133 Air Carrier Certificate. 4. Provide proof that the aircraft to be used on all HHWP flights is on the Part 135 and the Part 133 of the Air Carrier Certificate. 5. Proposer must be able to demonstrate that at least two helicopter pilot's currently on staff, to be used for all HHWP flights, have the following experience (verification required by either Pilot Log Book or Company's Records): a. A minimum of 1,500 hours total helicopter flight time as pilot in command b. A minimum of 500 hours total helicopter flight time flying at low ground levels, i.e., 500 feet AGL (above ground level) c. A minimum of 200 hours total helicopter flight time in mountainous terrain above 5000 feet density altitude (operator may be required to fly up to 10,000 feet in elevation above sea level) d. A minimum of 100 hours total helicopter flight time providing inspection of high voltage transmission lines e. Certified training in 'Human External Load' In the event additional staff is added for HHWP flights during the life of the contract, Proposer must submit applicable staff experience for review and approval by the SFPUC.

B. Which, if any, civil service class(es) normally perform(s) this work? none

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes. A helicopter of the appropriate make and model and all safety equipment necessary for use by City Employees while being transported.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Currently, there are no City resources that can provide these services.

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

A. Explain why civil service classes are not applicable.

There are no civil service classifications that provide these services.

B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain. It would not be practical for a new civil service class to perform this work as it is economically infeasible. The cost of procuring equipment, hiring and training qualified flight personnel, and providing funding for management and support services for a helicopter operation is cost prohibitive.

6. Additional Information

A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.

B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
Yes. Yes. SFPUC employees will be trained in Human External Cargo and helicopter and equipment safety for a total of 20-30 hours. Approximately 10 SFPUC Electrical Lineman will receive this training.

C. Are there legal mandates requiring the use of contractual services?
No.

D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.

E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.

F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 09/26/2022, the Department notified the following employee organizations of this PSC/RFP request:
all unions were notified

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shawndrea Hale Phone: (415) 551-4540 Email: shale@sfgwater.org

Address: 525 Golden Gate Ave 8th Floor San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 48374 - 22/23

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 11/21/2022

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of shale@sfwater.org
To: [CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.](mailto:Hale,Shawndrea.M.;pking@uapd.com;president@sanfranciscodsa.com;max.porter@seiu1021.org;kennethlomba@gmail.com;snaranjo@cirseiu.org;mdennis@twusf.org;rmarenco@twusf.org;pwilson@twusf.org;cmoyer@nccrc.org;noah.frigault@sfgov.org;sfdpoa@icloud.com;Mjayne@iam1414.org;Emanuel,Rachel(DFM);laborers261@gmail.com;junko.laxamana@sfgov.org;jennifer.esteen@seiu1021.org;emathurin@cirseiu.org;abush@cirseiu.org;sbabaria@cirseiu.org;anthony@dc16.us;mlobre@sfpoa.org;tracym@sfpoa.org;mleach@ibt856.org;rooferslocal40@gmail.com;sal@local16.org;Criss@sfmea.com;Julie.Meyers@sfgov.org;seichenberger@local39.org;jason.klumb@seiu1021.org;Camaguey@sfmea.com;ablood@cirseiu.org;kcartermartinez@cirseiu.org;ecassidy@ifpte21.com;WendyWong26@yahoo.com;wendywong26@yahoo.com;sarah.wilson@seiu1021.org;kschumacher@ifpte21.org;kpage@ifpte21.org;tjenkins@uapd.com;eerbach@ifpte21.org;tmathews@ifpte21.org;amakayan@ifpte21.org;jb@local16.org;Ricardo.lopez@sfgov.org;Basconcello,Kathy;Sandeep.lal@seiu1021.me;pcamarillo_seiu@sbcglobal.net;MRainsford@local39.org;Wendy.Frigillana@seiu1021.org;pscreview@seiu1021.org;pkim@ifpte21.org;agonzalez@iam1414.org;ted.zarzecki@seiu1021.net;leah.berlanga@seiu1021.org;gail@sfflocal798.org;cityworker@sfcwu.org;davidmkersten@gmail.com;djohnson@opcmialocal300.org;ramonliuna261@gmail.com;ablood@cirseiu.org;pkarinen@nccrc.org;tony@dc16.us;stevek@bac3-ca.org;xiumin.li@seiu1021.org;Sin.Yee.Poon@sfgov.org;smcgarry@nccrc.org;mitchell@twusf.org;grojo@local39.org;jduritz@uapd.com;staff@sfmea.com;mike@dc16.us;khughes@ibew6.org;L21PSCReview@ifpte21.org;sfsmsa@gmail.com;bart@dc16.us;david.canham@seiu1021.org;jtanner940@aol.com;oashworth@ibew6.org;L21PSCReview@ifpte21.org;laborers261@gmail.com;local200twu@sbcglobal.net;speedy4864@aol.com;Christina@sfmea.com;ecdemvoter@aol.com;thomas.vitale@seiu1021.org;Hale,Shawndrea.M.;dhr-psccordinator@sfgov.org
Subject: Receipt of Notice for new PCS over $100K PSC # 48374 - 22/23
Date: Monday, September 26, 2022 11:07:42 AM</p><hr/></div><div data-bbox=)

This message is from outside the City email system. Do not open links or attachments from untrusted sources.

RECEIPT for Union Notification for PSC 48374 - 22/23 more than \$100k

The PUBLIC UTILITIES COMMISSION -- PUC has submitted a request for a Personal Services Contract (PSC) 48374 - 22/23 for \$750,000 for Initial Request services for the period 10/01/2023 – 09/30/2028. Notification of 30 days (60 days for SEIU) is required.

After logging into the system please select link below, view the information and verify receipt:

<http://apps.sfgov.org/dhrdrupal/node/19223> For union notification, please see the TO: field of the email to verify receipt. If you do not see all the unions

you intended to contact, the PSC Coordinator must change the state back to NOT

READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again, change the state back START UNION NOTIFICATION and SAVE. You should receive the email with all unions to the TO: field as intended

Additional Attachment(s)

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # 4045 11/12)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Helicopter Transport and Aerial Surveying Services (CS-217/CS-329/PRO.0078)

Funding Source: Hetch Hetchy Operating Funds

PSC Original Approved Amount: \$96,500 PSC Original Approved Duration: 11/07/11 - 08/31/16 (4 years 42 weeks)

PSC Mod#1 Amount: \$500,000 PSC Mod#1 Duration: 09/01/16-11/30/16 (13 weeks 1 hour)

PSC Mod#2 Amount: no amount added PSC Mod#2 Duration: 12/01/16-11/30/21 (5 years 1 day)

PSC Mod#3 Amount: no amount added PSC Mod#3 Duration: 12/01/21-09/30/23 (1 year 43 weeks)

PSC Mod#4 Amount: \$250,000 PSC Mod#4 Duration: no duration added

PSC Cumulative Amount Proposed: \$846,500 PSC Cumulative Duration Proposed: 11 years 47 weeks

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The contractor will provide helicopters and certified pilots to provide as needed services including: Aerial surveying and patrol services to support the maintenance of the power transmission system; transportation services for emergency repairs of infrastructure to areas not accessible all year; transportation to San Francisco Public Utilities Commission(SFPUC) and Hetch Hetchy Water and Power facilities in the event of unforeseen disasters or emergencies; and, priority shuttle service between the SFPUC facilities in the Sierra Nevada and the Bay Area.

B. Explain why this service is necessary and the consequence of denial:

The SFPUC generates electricity from power houses located on the Tuolumne River and Cherry Creek in Tuolumne County. High voltage support towers carry transmission lines from the powerhouses over the Sierra Foothills and across the Central Valley to Newark. SFPUC line crews are required to patrol and inspect the support towers yearly, looking for damage to the tower members, insulators and other tower hardware. Without these patrols, SFPUC cannot detect and identify critical components (ie insulators and busses) and overall damage to the transmission towers, all of which are integral in delivering Power to the Grid. Transportation to remote locations for repair to infrastructure during winter months is not possible by other methods. This request is for additional capacity which will allow the SFPUC to solicit and award a contract to a firm who can offer backup services.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Services have been provided in the past through earlier PSC request. See 4045 11/12

D. Will the contract(s) be renewed?

Yes.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:

is The duration for this five year extension is being requested in order to provide continued use of helicopter services for aerial inspection of transmission towers and transmission lines, and other projects as needed.

2. Reason(s) for the Request

A. Display all that apply

Services that require resources that the City lacks (e.g., office space, facilities or equipment with an operator).

Explain the qualifying circumstances:

The City needs a helicopter and licensed pilots. Current Civil service classes do not provide these services. And it would not be practical for a new civil service class to perform this work as it is economically infeasible. The cost of procuring equipment, hiring and training qualified flight personnel, and providing funding for management and support services for a helicopter operation is extremely cost prohibitive.

B. Reason for the request for modification:

This contract is needed to provide both routine and emergency helicopter services for Hetch Hetchy Water and Power. There are two helicopter service providers in our rural area – A&P Helicopters, and Intermountain Helicopters. Intermountain Helicopter has indicated they have long-term contracts with the USDA Forest Service for fire-fighting, and cannot provide service during the summer months. For this reason, we are requesting an amendment to the PSC for A&P Helicopters to allow service throughout the calendar year, including the summer months, when we also experience high fire danger.”

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: The service requires trained and qualified helicopter pilot licensed by the Federal Aviation Administration to conduct Part 135 flight operations at low altitude in elevations up to 6,000 feet above sea level. Pilot(s) are required to carry “Long Line” and “External Human Load (EHL)” certifications.
- B. Which, if any, civil service class(es) normally perform(s) this work? none
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes. A helicopter of the appropriate make and model and all safety equipment necessary for use by City Employees while being transported.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.
There is no civil service class that provides these services.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: It would not be practical for a new civil service class to perform this work as it is economically infeasible. The cost of procuring equipment, hiring and training qualified flight personnel, and providing funding for management and support services for a helicopter operation is extremely cost prohibitive.

6. Additional Information

- A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.
- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
Yes. SFPUC employees will be certified in Helicopter and equipment safety training. 20-30 hours total. A total of approximately 10 employees will receive this training.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.

F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. **Union Notification:** On 09/20/21, the Department notified the following employee organizations of this PSC/RFP request:
all unions were notified

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shawndrea Hale Phone: (415) 551-4540 Email: shale@sflower.org

Address: 525 Golden Gate Avenue, 8th Floor, San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4045 11/12

DHR Analysis/Recommendation:

Commission Approval Not Required

Approved by DHR on 10/12/2021

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # 4045 11/12)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Helicopter Transport and Aerial Surveying Services (CS-217/CS-329/PRO.0078)

Funding Source: Hetch Hetchy Operating Funds

PSC Original Approved Amount: \$96,500

PSC Original Approved Duration: 11/07/11 - 08/31/16 (4 years 42 weeks)

PSC Mod#1 Amount: \$500,000

PSC Mod#1 Duration: 09/01/16-11/30/16 (13 weeks 1 hour)

PSC Mod#2 Amount: no amount added

PSC Mod#2 Duration: 12/01/16-11/30/21 (5 years 1 day)

PSC Mod#3 Amount: no amount added

PSC Mod#3 Duration: 12/01/21-09/30/23 (1 year 43 weeks)

PSC Cumulative Amount Proposed: \$596,500

PSC Cumulative Duration Proposed: 11 years 47 weeks

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The contractor will provide helicopters and certified pilots to provide as needed services including: Aerial surveying and patrol services to support the maintenance of the power transmission system; transportation services for emergency repairs of infrastructure to areas not accessible all year; transportation to San Francisco Public Utilities Commission(SFPUC) and Hetch Hetchy Water and Power facilities in the event of unforeseen disasters or emergencies; and, priority shuttle service between the SFPUC facilities in the Sierra Nevada and the Bay Area.

B. Explain why this service is necessary and the consequence of denial:

The SFPUC generates electricity from power houses located on the Tuolumne River and Cherry Creek in Tuolumne County. High voltage support towers carry transmission lines from the powerhouses over the Sierra Foothills and across the Central Valley to Newark. SFPUC line crews are required to patrol and inspect the support towers yearly, looking for damage to the tower members, insulators and other tower hardware. Without these patrols, SFPUC cannot detect and identify critical components (ie insulators and busses) and overall damage to the transmission towers, all of which are integral in delivering Power to the Grid. Transportation to remote locations for repair to infrastructure during winter months is not possible by other methods. This request is for additional capacity which will allow the SFPUC to solicit and award a contract to a firm who can offer backup services.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Services have been provided in the past through earlier PSC request. See 4045 11/12

D. Will the contract(s) be renewed?

Yes.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:

is The duration for this five year extension is being requested in order to provide continued use of helicopter services for aerial inspection of transmission towers and transmission lines, and other projects as needed.

2. Reason(s) for the Request

A. Display all that apply

Services that require resources that the City lacks (e.g., office space, facilities or equipment with an operator).

Explain the qualifying circumstances:

The City needs a helicopter and licensed pilots. Current Civil service classes do not provide these services. And it would not be practical for a new civil service class to perform this work as it is economically infeasible. The cost of procuring equipment, hiring and training qualified flight personnel, and providing funding for management and support services for a helicopter operation is extremely cost prohibitive.

B. Reason for the request for modification:

To provide continued use of helicopter services for aerial inspection of transmission towers and lines; transport for emergency response and equipment to inaccessible areas; 'short haul' transport of personnel for training and; other as-needed flights.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: The service requires trained and qualified helicopter pilot licensed by the Federal Aviation Administration to conduct Part 135 flight operations at low altitude in elevations up to 6,000 feet above sea level. Pilot(s) are required to carry "Long Line" and "External Human Load (EHL)" certifications.
- B. Which, if any, civil service class(es) normally perform(s) this work? none
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes. A helicopter of the appropriate make and model and all safety equipment necessary for use by City Employees while being transported.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.
There is no civil service class that provides these services.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: It would not be practical for a new civil service class to perform this work as it is economically infeasible. The cost of procuring equipment, hiring and training qualified flight personnel, and providing funding for management and support services for a helicopter operation is extremely cost prohibitive.

6. Additional Information

- A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.
- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
Yes. SFPUC employees will be certified in Helicopter and equipment safety training. 20-30 hours total. A total of approximately 10 employees will receive this training.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 04/07/20, the Department notified the following employee organizations of this PSC/RFP request: all unions were notified

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Bill Irwin Phone: 415-934-3975 Email: wirwin@sfwater.org

Address: 525 Golden Gate Avenue, 8th Floor, San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4045 11/12

DHR Analysis/Recommendation:

Commission Approval Not Required

Approved by DHR on 04/27/2020

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # 4045 11/12)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Helicopter Transport and Aerial Surveying Services (CS-217/CS-329/PRO.0078)

Funding Source: Hetch Hetchy Operating Funds

PSC Original Approved Amount: \$96,500 PSC Original Approved Duration: 11/07/11 - 08/31/16 (4 years 42 weeks)

PSC Mod#1 Amount: \$500,000 PSC Mod#1 Duration: 09/01/16-11/30/16 (13 weeks 1 hour)

PSC Mod#2 Amount: no amount added PSC Mod#2 Duration: 12/01/16-11/30/21 (5 years 1 day)

PSC Cumulative Amount Proposed: \$596,500 PSC Cumulative Duration Proposed: 10 years 3 weeks

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The contractor will provide helicopters and certified pilots to provide as needed services including: Aerial surveying and patrol services to support the maintenance of the power transmission system; transportation services for emergency repairs of infrastructure to areas not accessible all year; transportation to San Francisco Public Utilities Commission(SFPUC) and Hetch Hetchy Water and Power facilities in the event of unforeseen disasters or emergencies; and, priority shuttle service between the SFPUC facilities in the Sierra Nevada and the Bay Area.

B. Explain why this service is necessary and the consequence of denial:

The SFPUC generates electricity from power houses located on the Tuolumne River and Cherry Creek in Tuolumne County. High voltage support towers carry transmission lines from the powerhouses over the Sierra Foothills and across the Central Valley to Newark. SFPUC line crews are required to patrol and inspect the support towers yearly, looking for damage to the tower members, insulators and other tower hardware. Without these patrols, SFPUC cannot detect and identify critical components (ie insulators and busses) and overall damage to the transmission towers, all of which are integral in delivering Power to the Grid. Transportation to remote locations for repair to infrastructure during winter months is not possible by other methods. This request is for additional capacity which will allow the SFPUC to solicit and award a contract to a firm who can offer backup services.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Services have been provided in the past through earlier PSC request. See 4045 11/12

D. Will the contract(s) be renewed?

Yes.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:

is The duration for this five year extension is being requested in order to provide continued use of helicopter services for aerial inspection of transmission towers and transmission lines, and other projects as needed.

2. Reason(s) for the Request

A. Display all that apply

Services that require resources that the City lacks (e.g., office space, facilities or equipment with an operator).

Explain the qualifying circumstances:

The City needs a helicopter and licensed pilots. Current Civil service classes do not provide these services. And it would not be practical for a new civil service class to perform this work as it is economically infeasible. The cost of procuring equipment, hiring and training qualified flight personnel, and providing funding for management and support services for a helicopter operation is extremely cost prohibitive.

- B. Reason for the request for modification:
To align PSC duration with contract duration.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: The service requires trained and qualified helicopter pilot licensed by the Federal Aviation Administration to conduct Part 135 flight operations at low altitude in elevations up to 6,000 feet above sea level. Pilot(s) are required to carry "Long Line" and "External Human Load (EHL)" certifications.
- B. Which, if any, civil service class(es) normally perform(s) this work? none
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes. A helicopter of the appropriate make and model and all safety equipment necessary for use by City Employees while being transported.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.
There is no civil service class that provides these services.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: It would not be practical for a new civil service class to perform this work as it is economically infeasible. The cost of procuring equipment, hiring and training qualified flight personnel, and providing funding for management and support services for a helicopter operation is extremely cost prohibitive.

6. Additional Information

- A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.
- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
Yes. SFPUC employees will be certified in Helicopter and equipment safety training. 20-30 hours total. A total of approximately 10 employees will receive this training.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

**7. Union Notification: On 09/12/16, the Department notified the following employee organizations of this PSC/RFP request:
all unions were notified**

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shamica Jackson Phone: 415-554-0727 Email: SJackson@sfgwater.org

Address: 525 Golden Gate Avenue, 8th Floor, San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4045 11/12

DHR Analysis/Recommendation:

10/17/2016

Commission Approval Required

Approved by Civil Service Commission

10/17/2016 DHR Approved for 10/17/2016

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: SHERIFF -- SHE

Dept. Code: SHE

Type of Request: Initial Modification of an existing PSC (PSC # _____)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Refuse services for San Francisco County Jail #3 located in San Bruno, CA

Funding Source: General Fund

PSC Duration: 52 weeks

PSC Amount: \$120,000

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The San Francisco Sheriff's Office propose to enter into a contract with Recology San Bruno for the garbage collection services for San Francisco County Jail #3 located in San Bruno, CA. Under the San Bruno Municipal Code 10.20.050, the City of San Bruno issued an exclusive contract for the collection of garbage with Recology San Bruno.

B. Explain why this service is necessary and the consequence of denial:

The San Bruno Municipal Code 10.20.050 issued an exclusive permanent contract of garbage services within the City of San Bruno to Recology San Bruno. Recology San Bruno provides garbage services for approximately 700 Civil Service staff and incarcerated persons. At full capacity, County Jail #3 will house 832 incarcerated persons. County Jail #3 generates a large volume of garbage on a daily basis. Denial of services will lead to a violation of the San Bruno Municipal Code and will disrupt the garbage service at County Jail #3. Any disruption of the garbage service will quickly lead to health and safety risks from exposure of uncollected refuse.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

The Office of Contract Administration has approved Sole Source Waivers for Recology San Bruno per the San Bruno Municipal Code 10.20.050 granting Recology San Bruno an exclusive contract for the collection of garbage within the city of San Bruno.

D. Will the contract(s) be renewed?

The contract will be reviewed and renewed annually to meet the mandate of San Bruno Municipal Code 10.20.050.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why.
not applicable

2. Reason(s) for the Request

A. Indicate all that apply (be specific and attach any relevant supporting documents):

Regulatory or legal requirements, or requirements or mandates of funding source(s) which limit or preclude the use of Civil Service Employees. Include a copy of the applicable requirement or mandate.

Services that require resources that the City lacks (e.g., office space, facilities or equipment with an operator).

B. Explain the qualifying circumstances:

The Sheriff's Office do not have the specialized equipment, expertise and resources to provide the garbage collection services to meet the needs of the department. In addition, the San Bruno Municipal Code 10.20.050 grants an exclusive contract for the collection of garbage within the city of San Bruno.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Garbage service at County Jail #3 requires specialized equipment and knowledge of sanitation codes and operation of collection equipment.

B. Which, if any, civil service class(es) normally perform(s) this work? none

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Garbage service at County Jail #3 requires specialized equipment to collect the refuse in compactors. Recology San Bruno will provide the specialized vehicles and equipment to perform the garbage services required at County Jail #3.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

The Sheriff's Office do not have the specialized equipment, expertise and resources to provide the garbage collection services to meet the needs of the department. San Bruno Municipal Code 10.20.050 grants an exclusive contract for the collection of garbage within the city of San Bruno.

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

A. Explain why civil service classes are not applicable.

Civil Service classes are not applicable. The San Bruno Municipal Code 10.20.050 has an exclusive permanent contract of garbage services within the City of San Bruno to Recology San Bruno.

B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain. It would not be practical to adopt a new civil service class to perform this work. The San Bruno Municipal Code 10.20.050 has an exclusive permanent contract of garbage services within the City of San Bruno to Recology San Bruno.

6. Additional Information

A. Will the contractor directly supervise City and County employee? If so, please include an explanation.

No.

B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.

No. Training is not applicable. San Bruno Municipal Code 10.20.050 grants an exclusive contract for the collection of garbage within the city of San Bruno.

- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
Yes. The Office of Contract Administration has approved Sole Source Waivers for Recology San Bruno. General Services outside City and County of San Francisco does not require CSC approval. The San Bruno Municipal Code 10.20.050 granting Recology San Bruno an exclusive contract for the collection of garbage within the city of San Bruno.

7. Union Notification: On 09/19/2022, the Department notified the following employee organizations of this PSC/RFP request:
all unions were notified

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Henry Gong Phone: 415-554-7241 Email: henry.gong@sfgov.org

Address: 1 Dr. Carlton B. Goodlett Place, Room 456 San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 41517 - 22/23

DHR Analysis/Recommendation:
Commission Approval Required
DHR Approved for 11/21/2022

Civil Service Commission Action:

Receipt of Union Notification(s)

Gong, Henry (SHF)

From: dhr-psccordinator@sfgov.org on behalf of henry.gong@sfgov.org
Sent: Monday, September 19, 2022 11:31 AM
To: Gong, Henry (SHF); Pierre King - UAPD; president@sanfranciscodsa.com; max.porter@seiu1021.org; kennethlomba@gmail.com; snaranjo@cirseiu.org; mdennis@twusf.org; roger marengo; pwilson@twusf.org; cmoyer@nccrc.org; Frigault, Noah (HRC); sfdpoa@icloud.com; mjayne@iam1414.org; Emanuel, Rachel (DEM); laborers261@gmail.com; Laxamana, Junko (DBI); jennifer.esteen@seiu1021.org; emathurin@cirseiu.org; abush@cirseiu.org; sbabaria@cirseiu.org; anthony@dc16.us; mlobre@sfpoa.org; @sfpoa.org; tracym@sfpoa.org; mleach; rooferslocal40@gmail.com; sal@local16.org; Criss@sfmea.com; Julie.Meyers@sfgov.org; Stan Eichenberger; Jason Klumb; camaguey@sfmea.com (contact); ablood@cirseiu.org; kcartermartinez@cirseiu.org; ecassidy@ifpte21.com; WendyWong26@yahoo.com; wendywong26@yahoo.com; sarah.wilson@seiu1021.org; kschumacher@ifpte21.org; kpage@ifpte21.org; tjenkins@uapd.com; eerbach@ifpte21.org; tmathews@ifpte21.org; amakayan@ifpte21.org; jb@local16.org; Ricardo.lopez@sfgov.org; Basconcillo, Katherine (PUC); Sandeep.lal@seiu1021.me; pcamarillo_seiu@sbcglobal.net; MRainsford@local39.org; Wendy Frigillana; pscreview@seiu1021.org; pkim@ifpte21.org; agonzalez@iam1414.org; ted.zarzecki@seiu1021.net; leah.berlanga@seiu1021.org; gail@sffdlocal798.org; cityworker@sfcwu.org; davidmkersten@gmail.com; djohnson@opcmialocal300.org; Ramon Hernandez; ablood@cirseiu.org; pkarinen@nccrc.org; tony@dc16.us; stevek@bac3-ca.org; xiumin.li@seiu1021.org; Sin.Yee.Poon@sfgov.org; smcgarry@nccrc.org; rmitchell@twusf.org; grojo@local39.org; jduritz@uapd.com; staff@sfmea.com; mike@dc16.us; khughes@ibew6.org; l21pscreview@ifpte21.org; sfsmsa@gmail.com; bart@dc16.us; david.canham@seiu1021.org; jtanner940@aol.com; oashworth@ibew6.org; l21pscreview@ifpte21.org; laborers261@gmail.com; local200twu@sbcglobal.net; speedy4864@aol.com; christina@sfmea.com; ecdemvoter@aol.com; Thomas Vitale; Gong, Henry (SHF); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 41517 - 22/23

RECEIPT for Union Notification for PSC 41517 - 22/23 more than \$100k

The SHERIFF -- SHF has submitted a request for a Personal Services Contract (PSC) 41517 - 22/23 for \$120,000 for Initial Request services for the period 10/01/2022 – 09/30/2023. Notification of 30 days (60 days for SEIU) is required.

After logging into the system please select link below, view the information and verify receipt:

<http://apps.sfgov.org/dhrdrupal/node/19179> For union notification, please see the TO: field of the email to verify receipt. If you do not see all the unions you intended to contact, the PSC Coordinator must change the state back to NOT READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again , change the state back START UNION NOTIFICATION and SAVE. You should receive the email with all unions to the TO: field as intended

Additional Attachment(s)

Estimated Recology Cost for FY22-23

Commercial Garbage

	<u>Service</u>	<u>Bin Rental</u>
(1) - 1 yard garbage bins - serviced 1/ week	\$ 398.90	\$ 54.60

	<u>Monthly Cost</u>	<u>Annual Cost</u>
Service (1 bin)	\$ 398.90	\$ 4,786.80
Bin Rental (1 bin)	\$ 54.60	\$ 655.20
	\$ 453.50	\$ 5,442.00

Organic Services

	<u>Service</u>	<u>Bin Rental</u>
(1) - 1 yard organics bin - serviced 1/ week	\$ 149.63	\$ 35.27

	<u>Monthly Cost</u>	<u>Annual Cost</u>
Service (1 bin)	\$ 149.63	\$ 1,795.56
Bin Rental (1 bin)	\$ 35.27	\$ 423.24
	\$ 184.90	\$ 2,218.80

Garbage Services - Training Center

	<u>Service</u>	<u>Bin Rental</u>
(2) - 96 gallon garbage toters - serviced 1/ week	\$ 310.00	\$ -
(1) - 96 gallon organics toter - serviced 1/ week	\$ 107.00	\$ -

	<u>Monthly Cost</u>	<u>Annual Cost</u>
Service (2 bin)	\$ 620.00	\$ 7,440.00
Bin Rental (1 bin)	\$ 107.00	\$ 1,284.00
	\$ 727.00	\$ 8,724.00

	<u>Monthly Cost</u>	<u>Annual Cost</u>
Aggregate Garbage & Organic Service	\$ 1,365.40	\$ 16,384.80

Debris Box Service

(1) - 25 yard compactor, serviced 1x/week - \$1,603.90/ exchange

(1) - 16 yard open debris box, cardboard, no charge

(1) - 30 yard open debris box, on call service, \$914.39/ exchange

	<u>Exchg Cost</u>	<u># of Exchg</u>	<u>Annual Cost</u>
25 yard compactor	\$ 1,844.49	52	\$ 95,913.48
16 yard open debris box (No Charge)	\$ -	52	\$ -
30 yard open debris box, on call service	\$ 1,051.55	7	\$ 7,360.85
	\$ 2,896.04	111	\$ 103,274.33

Projected Costs

\$ 119,659.13

**ORDINANCE OF THE CITY OF SAN BRUNO
ESTABLISHING GARBAGE AND REFUSE RATES**

Whereas, pursuant to Article XI, Section 7 of the California Constitution and Section 10.20.050 of the San Bruno Municipal Code, the City has granted Recology San Bruno ("Recology") an exclusive contract for the collection of garbage and rubbish within the city; and

Whereas, the City regulates the rates charged by Recology to San Bruno residents and businesses; and

Whereas, pursuant to Section 10.20.050(D) of the Municipal Code, the City has agreed to assist Recology with the billing and collection of such rates; and

Whereas, Recology has requested approval of a rate increase of 5.34% effective July 1, 2019; and

Whereas, notice of a public hearing on that proposed rate increase was mailed to garbage and refuse customers 45 days prior to May 14, 2019; and

Whereas, the City retained R3 Consulting Group, an independent consulting firm specializing in utility rate reviews exclusively for public agencies, to conduct a thorough review of Recology's FY2019-20 rate application. R3 recommended a rate increase of 4.43% after adjustments to Recology's projections for July 1, 2019; and

Whereas, on May 14, 2019, at 7:00 p.m. at the San Bruno Senior Center located at 1555 Crystal Springs Road, San Bruno, California, the City Council held a public hearing on the proposed rate increase; and

Whereas, at the public hearing, the City Council considered testimony and protests from all interested persons; and

Whereas, the City Council did not receive written protests against the rate increase from a majority of the customers or parcels served by Recology; and

Whereas, the City Council now desires to approve the proposed rate increase.

The City Council of the City of San Bruno does ordain as follows:

Section 1. The above-stated recitals are true and correct.

Section 2. By its Ordinance No. 1824, this Council previously approved comprehensive garbage and refuse rates. Ordinance No. 1824 is hereby rescinded and superseded.

Section 3. The following rates for the collection of garbage and refuse are hereby approved:

**RECYCLING FACILITIES
in San Mateo County**

	Mixed C&D	Mixed Inerts	Asphalt	Bricks	Carpet	Cardboard	Concrete	Dirt	Drywall	Metal	Pallets	Porcelain	Rock	Roofing	Wood untreated	Yard Trimmings
Recology San Bruno 101 Tanforan Ave., San Bruno 650-583-8536	■		■	■	■	■	■	■	■	■	■	■	■	■	■	■
Blue Line Transfer Inc. 500 East Jamie Court, SSF 650-589-5511	■		■	■	■	■	■	■	■	■	■	■	■	■	■	■
BFI San Carlos Transfer Station 225 Shoreway Rd., San Cailos 650-592-2411	■		■	■	■	■	■	■	■	■	■	■	■	■	■	■
Brisbane Recycling Co. 5 Beatty Rd., Brisbane 415-468-8822			■				■									
Recology of the Coast 1046 Palmetto Ave., Pacifica 650-355-8400	■		■	■	■	■	■	■	■	■	■	■	■	■	■	■
Granite Rock 195 Seaport Blvd., Redwood City 650-482-3840			■				■									
Harbor Sand and Gravel Inc. 775 Seaport Blvd., Redwood City 650-357-7124		■	■	■	■	■	■	■	■	■	■	■	■			
Ox Mountain Sanitary Landfill 12310 San Mateo Rd., Half Moon Bay 650-726-1819								■								
Pescadero Transfer Station Bean Hollow Rd., Pescadero 650-879-0729					■					■					■	
Ryan Engineering 5 Beatty Rd., Brisbane 650-877-8088							■									
SRDC 199 Seaport, Redwood City 650-367-7324		■	■	■	■	■	■	■	■	■	■	■	■			

Construction Recycling



Residential Requirements



City of San Bruno

Community Development Department

Building Division

567 El Camino Real
San Bruno, CA 94066
Phone (650) 616-7074

www.sanbruno.ca.gov

Do you want to get your Construction and Demolition deposit back?

Then you MUST recycle at least 50 percent of the construction and demolition debris ~ San Bruno Municipal Code 10.23.030

Requirements:

1. Fill out a "Recycling and Waste Reduction" form (Attachment A) before the permit is issued on any complete demolition, complete new building, or alteration of \$50,000 or more (SBMC10.23.040).
2. Completely fill out Monthly Reports and submit with all weight tags and receipts from Recology San Bruno or a permitted facility indicating the amounts recycled and disposed (SBMC 10.23.070). **Weight tags and receipts must indicate the material type and are required to verify that the City of Origin is San Bruno.**

Chapter 10.23 Recycling and Diversion of Construction and Demolition Debris

Section 10.23.050 Deposit required
As a condition precedent to issuance of any building or demolition permit for a covered project, the applicant shall post a cash deposit in the amount of fifty dollars for each estimated ton of generated construction and demolition debris, based on calculations approved by the city. The minimum deposit for all covered projects shall not be less than one thousand dollars. The deposit shall be returned, without interest, within a reasonable amount of time following proof to the satisfaction of the building official that no less than the required percentages of debris generated by the project have been diverted from landfill in accordance with the provisions of this chapter. If a lesser percentage of debris is diverted than is required, a proportionate share of the deposit will be returned. The deposit shall be forfeited to the extent that there is a failure to comply with the requirements of this chapter.

When ordering debris boxes or self-hauling materials, advise Recology San Bruno and/or permitted facility that your project is under a Construction & Demolition (C&D) Recycling Ordinance.

3. Submit the reports for the demolition recycling within 60 days of demolition completion (SBMC 10.23.080A).

4. You MUST submit the reports for CONSTRUCTION recycling BEFORE the final inspection (SBMC 10.23.080B).

5. Construction and Demolition deposits will be Forfeited if reports are not submitted on time (SBMC 10.23.080E).

Debris boxes are available in a variety of sizes and most boxes are placed on the street. For rates, information or to place an order for a debris box, please call Recology San Bruno.

Recology San Bruno

Debris Boxes - Customer Service

8:00 a.m. – 5:00 p.m. - 650-583-8536

www.recologysanbruno.com

NOTE: Recology San Bruno is the Exclusive Franchise Hauler for the City of San Bruno. (SBMC 10.20.050).

Debris Boxes must be contracted through San Bruno Garbage Company unless materials are being removed by licensed construction or demolition contractor as part of a total service, when the removal is performed by an employee of the contractor using equipment owned by contractor or the City.

Gong, Henry (SHF)

From: CCSF IT Service Desk <ccsfdt@service-now.com>
Sent: Thursday, September 01, 2022 5:02 PM
To: Gong, Henry (SHF)
Subject: OCAWVR0006506 – 'Waive Competitive Solicitation Requirements' has been Approved

Dear Henry Gong,

This is to inform you that OCAWVR0006506 - 'Request to Waive Competitive Solicitation Requirements' has been approved.

Please include a copy of this email in your purchase /contract request to OCA.

Summary of Request: Sole Source Waiver request for Recology Peninsula Services.

Admin Code for Determination:

Reg 21.5(b): No Substitute / Only One Source (No Bid Required)

Requisition ID: 0000240772

Reason for determination: Pursuant to Article XI, Section 7 of the Clifornia Constitution and Section 10.20.050 of the San Bruno Municipal Code, San Bruno has granted Recology San Bruno an exclusive contract for the collection of garbage and rubbish within the City of San Bruno.

Total approved amount: \$120,000.00

[Take me to the OCA Waiver Request](#)

Thank you.

Ref:TIS3673379_HEXFy5ipXmHAFbDcgjX

Modification

Personal Services Contracts

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: AIRPORT COMMISSION

Dept. Code: AIR

Type of Request: Initial Modification of an existing PSC (PSC # 40888 - 16/17)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Project Mgmt Support Svcs & Design Build Svcs for the Energy Mgmt Control System Program

Funding Source: Airport Capital Funds

PSC Original Approved Amount: \$100,000,000 PSC Original Approved Duration: 07/21/17 - 06/30/21 (3 years 49 weeks)

PSC Mod#1 Amount: no amount added PSC Mod#1 Duration: 06/30/21-06/01/23 (1 year 48 weeks)

PSC Mod#2 Amount: no amount added PSC Mod#2 Duration: 06/01/23-12/31/25 (2 years 30 weeks)

PSC Cumulative Amount Proposed: \$100,000,000 PSC Cumulative Duration Proposed: 8 years 23 weeks

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

Project Management Support Services (PMSS) & Design Build (DB) teams will manage and complete the design and construction of the Energy Management Control System (EMCS) program at the San Francisco International Airport (Airport). The EMCS is a system comprised of hardware and software that manages and controls a building's use of energy for heating, ventilation, air conditioning, water, gas, and electricity. The EMCS will replace the multiple systems currently used by stationary engineers with 1 centralized system. The EMCS will comply with American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) 36 guidelines, the most recent industry-standard nationally-recognized uniform standards for heating, ventilating, and air-conditioning systems, (<http://gpc36.savemyenergy.com/download/360/>) to connect all buildings, provide campus-level management and control, and transfer data to Information Technology and Telecommunications (ITT). This project includes creating the building management system for both terminal and non-terminal buildings from multiple segmented systems to 1 connected system to track energy and utilities information. Services include project controls, scheduling, document controls, design management, contracts management, architectural and engineering design services, construction, and special systems integration services. All work will be supervised by the project manager. A staffing plan will be developed and Stationary Engineers will maintain the EMCS equipment and system. Of the amount requested, construction costs will account for an estimated \$80,000,000.

B. Explain why this service is necessary and the consequence of denial:

Services are necessary to replace the existing segmented building management systems that are unable to communicate with one another. Some systems are beyond their useful lives, which increases their risk of failure, affecting the reliability of mechanical and electrical equipment. The EMCS project will enable Facilities and Operations to more easily manage the Airport's energy usage, increase energy efficiency, and decrease operational costs. If denied, the project will be delayed, resulting in continually increased operations and maintenance costs and decreased ability to meet the Airport's strategic initiative for Net Zero Energy by 2021.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.
PSC 40888-16/17

D. Will the contract(s) be renewed?
Yes, if there continues to be a need at the Airport.

E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:
The project was suspended because of Covid. Now the project has been re-started so we need to extend to cover the project duration and closeout.

2. Reason(s) for the Request

A. Display all that apply

Short-term or capital projects requiring diverse skills, expertise and/or knowledge.

Explain the qualifying circumstances:

Services are directly related to the EMCS program, a short-term capital project that requires specialized skills and expertise in airport facility development, building automation system design, energy management system design, and compliance with ASHRAE 36 guidelines.

B. Reason for the request for modification:

The project was suspended because of Covid. Now the project has been re-started so we need to extend to cover the project duration and closeout.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Specialized skills and expertise in airport facility development, building automation system design, energy management system design, design management, integration of airline and tenant business requirements, and project and construction management are required. Expertise in Building Automation and Control network (BACnet) programming, an industry-standard language designed to allow building systems to communicate, per ASHRAE 36 guidelines is required so that the EMCS is compatible with ITT standards.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5174, Administrative Engineer; 5201, Junior Engineer; 5203, Asst Engr; 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5212, Engineer/Architect Principal; 5241, Engineer; 5261, Architectural Assistant 2; 5265, Architectural Associate 1; 5266, Architectural Associate 2; 5268, Architect; 5362, Engineering Assistant; 5364, Engineering Associate 1; 5366, Engineering Associate 2; 5502, Project Manager 1; 5504, Project Manager 2; 5506, Project Manager 3; 5508, Project Manager 4;
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.
Existing classes do not have the required specialized skills necessary for the design and construction of a large-scale Airport facility project, specifically in regard to the design and development of the proposed building management system, the integration of multiple legacy systems into the proposed system, and the commission of systems once they have been integrated into the new system. Existing classes also do not have the required expertise in BACnet programming per ASHRAE 36 guidelines.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: No, an Airport facility project of this scope and scale does not occur frequently enough to justify permanent staffing. Once the project is completed, specialized services will not be required.

6. Additional Information

- A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.
- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contract? If so, please explain what that will entail; if not, explain why not.
See attached Training Information.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.

Faith Group LLC and Suffolk Construction

7. **Union Notification:** On 10/21/22, the Department notified the following employee organizations of this PSC/RFP request:
Professional & Tech Engrs, Local 21;

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Cynthia Avakian Phone: 650-821-2014 Email: cynthia.avakian@flysfso.com

Address: P.O. Box 8097, San Francisco, CA 94128

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 40888 - 16/17

DHR Analysis/Recommendation:
Commission Approval Required
DHR Approved for 11/21/2022

Civil Service Commission Action:

Receipt of Union Notification(s)

Cynthia Avakian (AIR)

From: dhr-psccordinator@sfgov.org on behalf of cynthia.avakian@flysfo.com
Sent: Friday, October 21, 2022 9:33 AM
To: Cynthia Avakian (AIR); Laxamana, Junko (DBI); WendyWong26@yahoo.com; wendywong26@yahoo.com; tmathews@ifpte21.org; kschumacher@ifpte21.org; l21pscreview@ifpte21.org; DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Modification Request to PSC # 40888 - 16/17 - MODIFICATIONS

PSC RECEIPT of Modification notification sent to Unions and DHR

The AIRPORT COMMISSION -- AIR has submitted a modification request for a Personal Services Contract (PSC) for \$0 for services for the period June 1, 2023

– December 31, 2025. For all Modification requests, there is a 7-Day noticed to the union(s) prior to DHR Review.

If SEIU is one of the unions that represents the classes you identified in the initial PSC and the cumulative amount of the request is over \$100,000, there is a 60 day review period for SEIU

After logging into the system please select link below:

<https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fapps.sfgov.org%2Fdhrdrupal%2Fnode%2F15519&data=05%7C01%7Ccynthia.avakian%40flysfo.com%7C82d5e9bb16f045ce656508dab381f8f5%7C22d5c2cfce3e443d9a7fdfcc0231f73f%7C0%7C0%7C638019668051104660%7CUnknown%7CTWFpbGZsb3d8eyJWljiMC4wLjAwMDAiLCJQIjoiV2luMzliLCJBTiI6IklhaWwiLCJXVCi6Mn0%3D%7C3000%7C%7C%7C&sd=75Nw%2F1fNPIP72Z6H3g7Y3%2Byv846yHDDpRBvmaHCTFQs%3D&reserved=0>

Email sent to the following addresses: L21PSCReview@ifpte21.org kschumacher@ifpte21.org tmathews@ifpte21.org wendywong26@yahoo.com WendyWong26@yahoo.com junko.laxamana@sfgov.org

Additional Attachment(s)

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: AIRPORT COMMISSIONDept. Code: AIRType of Request: Initial Modification of an existing PSC (PSC # 40888 - 16/17)Type of Approval: Expedited Regular Annual Continuing (Omit Posting)Type of Service: Project Mgmt Support Svcs & Design Build Svcs for the Energy Mgmt Control System ProgramFunding Source: Airport Capital FundsPSC Original Approved Amount: \$100,000,000PSC Original Approved Duration: 07/21/17 - 06/30/21 (3 years 49 weeks)PSC Mod#1 Amount: no amount addedPSC Mod#1 Duration: 06/30/21-06/01/23 (1 year 48 weeks)PSC Cumulative Amount Proposed: \$100,000,000PSC Cumulative Duration Proposed: 5 years 45 weeks**1. Description of Work****A. Scope of Work/Services to be Contracted Out:**

Project Management Support Services (PMSS) & Design Build (DB) teams will manage and complete the design and construction of the Energy Management Control System (EMCS) program at the San Francisco International Airport (Airport). The EMCS is a system comprised of hardware and software that manages and controls a building's use of energy for heating, ventilation, air conditioning, water, gas, and electricity. The EMCS will replace the multiple systems currently used by stationary engineers with 1 centralized system. The EMCS will comply with American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) 36 guidelines, the most recent industry-standard nationally-recognized uniform standards for heating, ventilating, and air-conditioning systems, (<http://gpc36.savemyenergy.com/download/360/>) to connect all buildings, provide campus-level management and control, and transfer data to Information Technology and Telecommunications (ITT). This project includes creating the building management system for both terminal and non-terminal buildings from multiple segmented systems to 1 connected system to track energy and utilities information. Services include project controls, scheduling, document controls, design management, contracts management, architectural and engineering design services, construction, and special systems integration services. All work will be supervised by the project manager. A staffing plan will be developed and Stationary Engineers will maintain the EMCS equipment and system. Of the amount requested, construction costs will account for an estimated \$80,000,000.

B. Explain why this service is necessary and the consequence of denial:

Services are necessary to replace the existing segmented building management systems that are unable to communicate with one another. Some systems are beyond their useful lives, which increases their risk of failure, affecting the reliability of mechanical and electrical equipment. The EMCS project will enable Facilities and Operations to more easily manage the Airport's energy usage, increase energy efficiency, and decrease operational costs. If denied, the project will be delayed, resulting in continually increased operations and maintenance costs and decreased ability to meet the Airport's strategic initiative for Net Zero Energy by 2021.

- C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.
PSC 40888-16/17
- D. Will the contract(s) be renewed?
Yes, if there continues to be a need at the Airport.
- E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why:
Need to extend time to align with contract.

2. Reason(s) for the Request

A. Display all that apply

- Short-term or capital projects requiring diverse skills, expertise and/or knowledge.

Explain the qualifying circumstances:

Services are directly related to the EMCS program, a short-term capital project that requires specialized skills and expertise in airport facility development, building automation system design, energy management system design, and compliance with ASHRAE 36 guidelines.

B. Reason for the request for modification:

Need to extend time to align with contract.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Specialized skills and expertise in airport facility development, building automation system design, energy management system design, design management, integration of airline and tenant business requirements, and project and construction management are required. Expertise in Building Automation and Control network (BACnet) programming, an industry-standard language designed to allow building systems to communicate, per ASHRAE 36 guidelines is required so that the EMCS is compatible with ITT standards.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5174, Administrative Engineer; 5201, Junior Engineer; 5203, Asst Engr; 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5212, Engineer/Architect Principal; 5241, Engineer; 5261, Architectural Assistant 2; 5265, Architectural Associate 1; 5266, Architectural Associate 2; 5268, Architect; 5362, Engineering Assistant; 5364, Engineering Associate 1; 5366, Engineering Associate 2; 5502, Project Manager 1; 5504, Project Manager 2; 5506, Project Manager 3; 5508, Project Manager 4;
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

Not Applicable

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.

Existing classes do not have the required specialized skills necessary for the design and construction of a large-scale Airport facility project, specifically in regard to the design and development of the proposed building management system, the integration of multiple legacy systems into the proposed system, and the commission of systems once they have been integrated into the new system. Existing classes also do not have the required expertise in BACnet programming per ASHRAE 36 guidelines.

- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: No, an Airport facility project of this scope and scale does not occur frequently enough to justify permanent staffing. Once the project is completed, specialized services will not be required.

6. Additional Information

- A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.
- B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.
See attached Training Information.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
Faith Group LLC and Suffolk Construction

7. Union Notification: On 09/15/20, the Department notified the following employee organizations of this PSC/RFP request:
Professional & Tech Engrs, Local 21;

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Cynthia Avakian Phone: 650-821-2014 Email: cynthia.avakian@flysfo.com

Address: P.O. Box 8097, San Francisco, CA 94128

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 40888 - 16/17

DHR Analysis/Recommendation:

Commission Approval Not Required

Approved by DHR on 09/22/2020

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: AIRPORT COMMISSION -- AIR

Dept. Code: AIR

Type of Request: Initial Modification of an existing PSC (PSC # _____)

Type of Approval: Expedited Regular Annual Continuing
(Omit Posting)

Type of Service: Project Mgmt Support Svcs & Design Build Svcs for the Energy Mgmt Control System Program

Funding Source: Airport Capital Funds

PSC Amount: \$100,000,000

PSC Est. Start Date: 07/21/2017

PSC Est. End Date
06/30/2021

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

Project Management Support Services (PMSS) & Design Build (DB) teams will manage and complete the design and construction of the Energy Management Control System (EMCS) program at the San Francisco International Airport (Airport). The EMCS is a system comprised of hardware and software that manages and controls a building's use of energy for heating, ventilation, air conditioning, water, gas, and electricity. The EMCS will replace the multiple systems currently used by stationary engineers with 1 centralized system. The EMCS will comply with American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) 36 guidelines, the most recent industry-standard nationally-recognized uniform standards for heating, ventilating, and air-conditioning systems, (<http://gpc36.savemyenergy.com/download/360/>) to connect all buildings, provide campus-level management and control, and transfer data to Information Technology and Telecommunications (ITT). This project includes creating the building management system for both terminal and non-terminal buildings from multiple segmented systems to 1 connected system to track energy and utilities information. Services include project controls, scheduling, document controls, design management, contracts management, architectural and engineering design services, construction, and special systems integration services. All work will be supervised by the project manager. A staffing plan will be developed and Stationary Engineers will maintain the EMCS equipment and system. Of the amount requested, construction costs will account for an estimated \$80,000,000.

B. Explain why this service is necessary and the consequence of denial:

Services are necessary to replace the existing segmented building management systems that are unable to communicate with one another. Some systems are beyond their useful lives, which increases their risk of failure, affecting the reliability of mechanical and electrical equipment. The EMCS project will enable Facilities and Operations to more easily manage the Airport's energy usage, increase energy efficiency, and decrease operational costs. If denied, the project will be delayed, resulting in continually increased operations and maintenance costs and decreased ability to meet the Airport's strategic initiative for Net Zero Energy by 2021.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

This is a new service.

D. Will the contract(s) be renewed?

Yes, if there continues to be a need at the Airport.

- E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why.
not applicable

2. Reason(s) for the Request

- A. Indicate all that apply (be specific and attach any relevant supporting documents):

Short-term or capital projects requiring diverse skills, expertise and/or knowledge.

- B. Explain the qualifying circumstances:

Services are directly related to the EMCS program, a short-term capital project that requires specialized skills and expertise in airport facility development, building automation system design, energy management system design, and compliance with ASHRAE 36 guidelines.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Specialized skills and expertise in airport facility development, building automation system design, energy management system design, design management, integration of airline and tenant business requirements, and project and construction management are required. Expertise in Building Automation and Control network (BACnet) programming, an industry-standard language designed to allow building systems to communicate, per ASHRAE 36 guidelines is required so that the EMCS is compatible with ITT standards.

- B. Which, if any, civil service class(es) normally perform(s) this work? 5174, Administrative Engineer; 5201, Junior Engineer; 5203, Asst Engr; 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5212, Engineer/Architect Principal; 5241, Engineer; 5261, Architectural Assistant 2; 5265, Architectural Associate 1; 5266, Architectural Associate 2; 5268, Architect; 5362, Engineering Assistant; 5364, Engineering Associate 1; 5366, Engineering Associate 2; 5502, Project Manager 1; 5504, Project Manager 2; 5506, Project Manager 3; 5508, Project Manager 4;

- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No.

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

On February 8, 2017, a Notice of Intent (NOI) for PMSS and DB services was issued to the following departments: Public Utilities Commission, Department of Public Works, Port of San Francisco, and the San Francisco Municipal Transportation Agency. No responses with interest in participating were received by the deadline of February 22, 2017.

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

- A. Explain why civil service classes are not applicable.

Existing classes do not have the required specialized skills necessary for the design and construction of a large-scale Airport facility project, specifically in regard to the design and development of the proposed building management system, the integration of multiple legacy systems into the proposed system, and the commission of systems once they have been integrated into the new system. Existing classes also do not have the required expertise in BACnet programming per ASHRAE 36 guidelines.

B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain. No, an Airport facility project of this scope and scale does not occur frequently enough to justify permanent staffing. Once the project is completed, specialized services will not be required.

6. Additional Information

A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.

B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contract? If so, please explain what that will entail; if not, explain why not.
Yes. See attached Training Information.

C. Are there legal mandates requiring the use of contractual services?
No.

D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.

E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.

F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 05/22/2017, the Department notified the following employee organizations of this PSC/RFP request:
Professional & Tech Engrs, Local 21

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Cynthia Avakian Phone: 650-821-2014 Email: cynthia.avakian@flysfo.com

Address: P.O. Box 8097 San Francisco, CA 94128

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 40888 - 16/17

DHR Analysis/Recommendation:

action date: 08/07/2017

Commission Approval Required

Approved by Civil Service Commission

08/07/2017 DHR Approved for 08/07/2017