

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Advanced Structural engineering, dredging inspection, marine structural engineering, plumbing design including sump, force-main systems. Marine structures under-piping, coastal engineering including shoreline protection, sediment transport, evaluation of sea level rise, architecture, geotechnical engineering, historic preservation, marine geotechnical engineering, ADA design, inspections and ADA transition plan, civil engineering, CAD support, mechanical engineering, facility inspection, construction management, constructability reviews including value engineering and peer review, electrical engineering, electrical systems and equipment design, cost estimating, fire protection engineering, specification writing, environmental engineering, haz material evaluation and monitoring, special inspection and testing, permit/building construction inspection services, utility location services, naval architecture, project management, cruise terminal operations, project programming and planning, economic studies, demolition engineering, life-cycle cost analysis, numerical modeling, utilities piping and metering, corrosion engineering, pile driving barge design, railroad engineering consulting, shoreside power design, marina design, dry dock inspection and design, resilience planning, building occupancy resumption program, crane inspection, testing and certification services, forensic investigation, materials testing, construction litigation support, facility security, evaluation services, code development, grant application support, environmental support services including CEQA and NEPA, building permit plan review, physical modeling, archeology, elevator/escalator consulting, envision review, enterprise asset management, system development, LEED certification and standards, transportation and traffic engineering, utility and energy efficiency, green building design, interpretive sign design and reproduction.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5218, Structural Engineer; 5241, Engineer; 5268, Architect; 5274, Landscape Architect; 5314, Survey Associate; 6318, Construction Inspector; 6331, Building Inspector;
- 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?

Because the expertise in specific discipline sought through the as-needed contracts are highly specialized and required occasionally for specific tasks, that expertise generally is not within the scope of existing civil service classifications and is not available from existing City staff. Many of the services sought through the as-needed contracts involve resources are not available with the City. In the past, Port staff notify other City Departments who have staff with related skills before we issued each task order to see if existing City staff could perform any or all of the services needed. We do evaluate staff and Port Works when there is a skills match for street, sewer, and waterline work for a City Department and request proposals from Departments.

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

- A. Explain why civil service classes are not applicable.
The services will be required on an as-needed basis and generally less than full-time basis. Although some of the work can be performed by Port and other City staff, the timing of the service needs does not always align with staff workloads and availability to perform the work and is not long-term enough to justify staff additions. In some cases, the expertise is highly specialized and otherwise not available.
- 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 classification for work that will be sporadically needed or only needed for a single project.

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. There is no training that will be provided by the consultant.
- 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 10/10/2023, the Department notified the following employee organizations of this PSC/RFP request:
Architect & Engineers, Local 21; Building Inspectors - 6331, 6333; Management & Superv Local 21; 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: Alysabeth Alexander-Tut Phone: 415-274-0558 Email: alysabeth.alexander-tut@sfport.com

Address: Pier 1, The San Francisco, CA 94111

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 42790 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 01/30/2024

Receipt of Union Notification(s)

Receipt of Notice for new PCS over \$100K PSC # 42790 - 23/24

dhr-psccordinator@sfgov.org <dhr-psccordinator@sfgov.org>

on behalf of

alysabeth.alexander-tut@sfport.com <alysabeth.alexander-tut@sfport.com>

Tue 10/10/2023 6:09 PM

To:Alexander Tut, Alysabeth (PRT) <alysabeth.alexander-tut@sfport.com>;Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.org>; sportillo@ifpte21.org <sportillo@ifpte21.org>;agarza@ifpte21.org <agarza@ifpte21.org>;amakayan@ifpte21.org <amakayan@ifpte21.org>;kdavis@ifpte21.org <kdavis@ifpte21.org>;jharding@ifpte21.org <jharding@ifpte21.org>; mweirick@ifpte21.org <mweirick@ifpte21.org>;dho@ifpte21.org <dho@ifpte21.org>;ewallace@ifpte21.org <ewallace@ifpte21.org>;ecassidy@ifpte21.com <ecassidy@ifpte21.com>;WendyWong26@yahoo.com <WendyWong26@yahoo.com>;WendyWong26@yahoo.com <WendyWong26@yahoo.com>;tmathews@ifpte21.org <tmathews@ifpte21.org>;kschumacher@ifpte21.org <kschumacher@ifpte21.org>;kpage@ifpte21.org <kpage@ifpte21.org>; eerbach@ifpte21.org <eerbach@ifpte21.org>;l21pscreview@ifpte21.org <l21pscreview@ifpte21.org>;Alexander Tut, Alysabeth (PRT) <alysabeth.alexander-tut@sfport.com>;DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>

RECEIPT for Union Notification for PSC 42790 - 23/24 more than \$100k

The PORT -- PRT has submitted a request for a Personal Services Contract (PSC)

42790 - 23/24 for \$4,000,000 for Initial Request services for the period 12/01/2023 – 11/30/2027. 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/21545> 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

Ready for DHR Review PSC # 42790 - 23/24

SFPORT-Proposals <proposals@sfport.com>

Fri 11/17/2023 1:35 PM

To:SFPORT-Proposals <proposals@sfport.com>

Bcc:Sean McGarry <smcgarry@nccrc.org>;Sean McGarry <smcgarry@nccrc.org>;mleach <mleach@ibt856.org>;Donnelly, Edward (DBI) <edward.donnelly@sfgov.org>;sfbia14@gmail.com <sfbia14@gmail.com>

RECEIPT for Union Notification for PSC 42790 - 23/24 more than \$100k

The PORT -- PRT has submitted a request for a Personal Services Contract (PSC) 42790 - 23/24 for \$4,000,000 for Initial Request services for the period 12/01/2023 – 11/30/2027. 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/21545> 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: PORT -- PRT

Dept. Code: PRT

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

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

Type of Service: As Needed Engineering and Related Services

Funding Source: Port Operating Budget

PSC Duration: 4 years

PSC Amount: \$16,000,000

1. Description of Work

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

The Port intends to establish a pool of qualified consultant teams capable of providing a wide range of engineering and construction management on an as-needed basis for Port capital and on-going projects. Such projects may be maritime related for maintenance and improvements of the Port's aging infrastructure. Multiple as-needed contracts will be immediately awarded to the highest ranked respondents.

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

The Port intends to establish a pool of qualified consultant teams capable of providing a wide range of engineering and construction management on an as-needed basis for Port capital and on-going projects. Such projects may be maritime related for maintenance and improvements of the Port's aging infrastructure. Denial will likely affect the infrastructure and may result in some failures. With the influx of temporary federal dollars, we have the ability to increase the capacity and volume of work at a capacity we do not expect to be able to maintain on an on-going basis.

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.

These services have been provided in the past under PSC 45417 - 18/19, PSC 4081 - 02/03, PSC 4101 - 08/09, PSC 4120 - 11/12, and PSC 41969 - 15/16.

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.

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:

The proposed services for this project are short-term, as-needed, and specifically relate to engineering projects located along the waterfront on Port property. The work associated with this project is as-needed and generally performed on less than a full-time basis. Although some of the work may be performed by Port and other City staff, the timing of the services needs does not always align with staff workloads and availability to perform the work. In some cases, the expertise is highly specialized and otherwise not available.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Training, knowledge, license (as applicable), skill and ability in performing advanced Structural Engineering, Dredging Inspection, Marine Structures Engineering, Plumbing design including sump, force-main systems. Marine structures under-piping, Coastal Engineering including shoreline protection, sediment transport, evaluation of sea level rise, Architecture, Geotechnical Engineering (on land), Historic Preservation, Marine Geotechnical Engineering, ADA Design, Inspections, and ADA Transition Plan, Civil Engineering, CAD Support Services, Mechanical Engineering, Facility Inspection, Construction Management, Constructability Reviews including Value Engineering and Peer Review, Electrical Engineering including high voltage, electrical systems and equipment design, Cost Estimating, Fire Protection Engineering, Specification Writing (Construction and Professional Services), Environmental Engineering including hazardous material evaluation and monitoring, Special Inspection and Testing, Permit/Building Construction Inspection Services, Utility Location Services, Naval Architecture including Mooring and Berthing Analysis and Design, Project Management, Cruise Terminal Operations, Project Programming and Planning, Economic Studies, Demolition Engineering, Life-Cycle Cost Analysis, Numerical Modeling, Utilities Piping and Metering, Corrosion Engineering, Pile Driving Barge Design, Railroad Engineering Consulting, Shoreside power Design, Marina Design, Dry Dock Inspection and Design, Resilience Planning, Building Occupancy Resumption Program, Crane Inspection, Testing and Certification Services, Forensic Investigation, Materials Testing, Construction Litigation Support, Facility Security, Evaluation Services, Code Development, Grant Application Support, Environmental Support Services including CEQA and NEPA, Building Permit Plan Review, Physical Modeling, Archeology, Elevator/Escalator Consulting, Envision Review, Enterprise Asset Management System Development, LEED Certification and Standards, Transportation and Traffic Engineering, Utility and Energy Efficiency, Green Building Design, Interpretive Sign Design and Reproduction.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5218, Structural Engineer; 5241, Engineer; 5268, Architect; 5274, Landscape Architect; 5314, Survey Associate; 6318, Construction Inspector; 6331, Building Inspector;
- 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?

Because the expertise in specific discipline sought through the as-needed contracts are highly specialized and required occasionally for specific tasks, that expertise generally is not with the scope of existing civil service classifications and is not available from existing City staff. Many of the services sought through the as-needed contracts involve resources are not available with the City. In the past, Port staff notify other City Departments who have staff with related skills before we issued each task order to see if existing City staff could perform any or all of the services needed. We do evaluate staff and Public Works when there is a skills match for street, sewer, and waterline work with a City Department and request proposals from departments.

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

- A. Explain why civil service classes are not applicable.
The services will be required on an as-needed and generally less than full-time basis. Although some of the work can be performed by Port and other City staff, the timing of the service needs does not always align with staff workloads and availability to perform the work. In some cases, the expertise is highly specialized and otherwise not available.
- 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 new civil service classifications for work that will be sporadically needed or only needed for a single project.

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. There is no training that will be provided by the consultant.
- 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 05/13/2022, the Department notified the following employee organizations of this PSC/RFP request:
Architect & Engineers, Local 21; Building Inspectors - 6331, 6333; Management & Superv Local 21; 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: Stephanie Tang Phone: 415-274-0483 Email: stephanie.tang@sfport.com

Address: Pier 1 San Francisco, CA 94111

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 49819 - 21/22

DHR Analysis/Recommendation:

action date: 08/15/2022

Commission Approval Required

Approved by Civil Service Commission

08/15/2022 DHR Approved for 08/15/2022

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PORT

Dept. Code: PRT

Type of Request: Initial Modification of an existing PSC (PSC # 41597 - 18/19)

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

Type of Service: Professional Services

Funding Source: Port Operating Budget

PSC Original Approved Amount: \$4,000,000 PSC Original Approved Duration: 07/01/19 - 07/01/23 (4 years 1 day)

PSC Mod#1 Amount: no amount added PSC Mod#1 Duration: 08/05/23-08/14/24 (1 year 6 weeks)

PSC Cumulative Amount Proposed: \$4,000,000 PSC Cumulative Duration Proposed: 5 years 6 weeks

1. Description of Work

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

The Port intends to establish a pool of four qualified micro-LBE consultant teams capable of providing a wide range of engineering and construction management on an as-needed basis for Port capital and on-going projects. Such projects may be maritime related for maintenance and improvements of the Port's aging infrastructure.

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

These services are necessary because although the Port's engineering division provides multi-disciplinary engineering services to all Port divisions, at times, the required services exceeded the available staff resources. The need for consultant services is sporadic and the required expertise is often highly specialized. Denial would impact revenues and 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 41597 - 18/19

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:

n/a

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:

The proposed services for this project are short-term, as-needed, and specifically relate to engineering projects located along the waterfront on Port property. The work associated with this project is as-needed and generally performed on less than a full-time basis. Although some of the work may be performed by Port and other City staff, the timing of the service needs does not always align with staff workloads and availability to perform the work. In some cases, the expertise is highly specialized and otherwise not available. This work is specifically set-aside for micro-LBE firms.

B. Reason for the request for modification:

The Port wishes to execute our option of extending the contract terms for one year. The Contractor is working on a scope of work that likely will not be completed in the current contractual time period. Therefore, the Port wishes to extend the terms of the current contract.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Training, knowledge, license (as applicable), skill and ability to perform civil engineering, planning, design, preparation of plans and cost estimates, traffic engineering, structural design, code compliance reviews, project management, construction management/inspecting.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5218, Structural Engineer; 5241, Engineer; 5268, Architect; 5274, Landscape Architect; 5314, Survey Associate; 6318, Construction Inspector; 6331, Building Inspector;
- 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 services will be required on an as-needed and generally less than full-time basis. Although some of the work can be performed by Port and other City staff, the timing of the service needs does not always align with staff workloads and availability to perform the work. In some cases, the expertise is highly specialized and otherwise not available.
- 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 new civil service classifications for work that will be sporadically needed or only needed for a single project.

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.
The contractor will not train employee. They will perform on-call engineering services with a single scope of work.
- 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.
Yes, approved on July 9, 2019
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
This is a modification to current PSC for time only.

7. Union Notification: On 03/04/22, the Department notified the following employee organizations of this PSC/RFP request:

Building Inspectors - 6331, 6333; Architect & Engineers, Local 21;

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

Name: Alysabeth Alexander-Tut Phone: 415-274-0558 Email: alysabeth.alexander-tut@sfport.com

Address: Pier 1, San Francisco, CA

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 41597 - 18/19

DHR Analysis/Recommendation:

Commission Approval Not Required

Approved by DHR on 04/15/2022

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PORT -- PRT

Dept. Code: PRT

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

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

Type of Service: Professional Services

Funding Source: Port Operating Budget

PSC Amount: \$4,000,000

PSC Est. Start Date: 07/01/2019

PSC Est. End Date 07/01/2023

1. Description of Work

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

The Port intends to establish a pool of four qualified micro-LBE consultant teams capable of providing a wide range of engineering and construction management on an as-needed basis for Port capital and on-going projects. Such projects may be maritime related for maintenance and improvements of the Port's aging infrastructure.

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

These services are necessary because although the Port's engineering division provides multi-disciplinary engineering services to all Port divisions, at times, the required services exceeded the available staff resources. The need for consultant services is sporadic and the required expertise is often highly specialized. Denial would impact revenues and 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.

These services have been provided in the past under PSC #4101-08/09 and PSC #41969-15/16.

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.

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:

The proposed services for this project are short-term, as-needed, and specifically relate to engineering projects located along the waterfront on Port property. The work associated with this project is as-needed and generally performed on less than a full-time basis. Although some of the work may be performed by Port and other City staff, the timing of the service needs does not always align with staff workloads and availability to perform the work. In some cases, the expertise is highly specialized and otherwise not available. This work is specifically set-aside for micro-LBE firms.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Training, knowledge, license (as applicable), skill and ability to perform civil engineering, planning, design, preparation of plans and cost estimates, traffic engineering, structural design, code compliance reviews, project management, construction management/inspecting.

B. Which, if any, civil service class(es) normally perform(s) this work? 5207, Assoc Engineer; 5211, Eng/Arch/Landscape Arch Sr; 5218, Structural Engineer; 5241, Engineer; 5268, Architect; 5274, Landscape Architect; 5314, Survey Associate; 6318, Construction Inspector; 6331, Building Inspector;

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?

Because the expertise in specific disciplines sought through the as-needed contracts are highly specialized and required occasionally for specific tasks, that expertise generally is not with the scope of existing civil service classifications and is not available from existing City staff. Many of the services sought through the as-needed contracts involve resources are not available with the City. In the past, Port staff notify other City departments who have staff with related skills before we issued each task order to see if existing City staff could perform any or all of the services needed.

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

A. Explain why civil service classes are not applicable.

The services will be required on an as-needed and generally less than full-time basis. Although some of the work can be performed by Port and other City staff, the timing of the service needs does not always align with staff workloads and availability to perform the work. In some cases, the expertise is highly specialized and otherwise not available.

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 new civil service classifications for work that will be sporadically needed or only needed for a single project.

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. The contractor will not train employee. They will perform on-call engineering services with a single scope of work.

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.
Yes.

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 03/06/2019, the Department notified the following employee organizations of this PSC/RFP request:
Architect & Engineers, Local 21; Building Inspectors - 6331, 6333

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

Name: Lavena Holmes Phone: 415-274-0305 Email: lavena.holmes@sfport.com

Address: Pier 1 San Francisco, CA

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 41597 - 18/19

DHR Analysis/Recommendation:

action date: 08/05/2019

Commission Approval Required

Approved by Civil Service Commission

08/05/2019 DHR Approved for 08/05/2019

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC HEALTH -- DPH

Dept. Code: DPH

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

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

Type of Service: Services in Support of Medi-Cal CalAIM Initiatives and Behavioral Health Programs

Funding Source: General Fund, Federal and State Grant

PSC Duration: 4 years

PSC Amount: \$4,000,000

1. Description of Work

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

The selected Contractor(s) will support the Department in various short-term projects in support of Behavioral Health Services (BHS) programs and initiatives, California Advancing and Innovating Medi-Cal (CalAIM) initiatives and other programs all with the aim to improve care and outcomes for vulnerable populations including Medi-Cal enrollees. For the initial project the selected contractor(s) will provide services to assess, plan, design and brief the department on the following topics: 1. Street Interventions: Design/assessment of ways to collaborate with police in order to decrease distressing street behaviors associated with serious mental illness and substance use; 2. Crisis Responses: Provide input on program design of a planned crisis response unit; 3. 911 Clinicians: Support the design of a 911 embedded clinician triage function, a planned new program to embed clinicians, while also examining 911, EMS and law enforcement interactions; and 4. Involuntary Transports Support: designing involuntary transport system for people on an involuntary psychiatric hold OR involuntary medication order.

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

Without these services the Department will be unable to respond to new topic areas that have been identified. As such, there may be an impact to the overall delivery of services to newly covered individuals and the general public. Specifically, the Department will be less well equipped to deal with the effects of increased levels of psychiatric distress, increased levels of substance use, violence, trauma, poor health and death.

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.
These are new services.

D. Will the contract(s) be renewed?
Only if there is a need and corresponding funding.

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.

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

B. Explain the qualifying circumstances:

Short-term or capital projects requiring diverse skills, expertise and/or knowledge: General health and Behavioral Health programs with specific focus on California and the City of San Francisco. Services required on an as-needed, intermittent, or periodic basis (e.g., peaks in workload): during the start-up phase and implementation of CalAIM initiatives and Behavioral Health programs and initiatives, the projects will be as-needed and intermittent and it would be difficult to staff permanent positions for these intermittent projects.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Selected contractors must have experience designing, assessing, and consulting on new general health and Behavioral Health programs with specific focus on California and the City of San Francisco. In addition, the contractors will have specific experience on topics specific to CalAIM initiatives.
- B. Which, if any, civil service class(es) normally perform(s) this work? 1824, Pr Administrative Analyst; 2589, Health Program Coordinator 1; 2591, Health Program Coordinator 2; 2593, Health Program Coordinator 3; 0923, Manager II;
- 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?

The Department does not have the capacity, resources or the facilities to provide these optimizations to meet these highly specialized and short-term initiatives, so the Department must utilize contractors to meet these needs in order to meet initiatives.

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

- A. Explain why civil service classes are not applicable.
The topic areas of the proposed work are outside of the normal scope of current positions. Since the projects are limited in term and duration, reassigning current employees to work on these projects is unfeasible. Current employees will have the opportunity to gain knowledge from the hired contractors in up-to-date approaches to the various specialized initiatives.
- 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, there are existing classifications performing this work, however, the demand for services exceeds the capacity of City resources to meet specialized initiatives, which are limited and of a short duration and require specialized knowledge.

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.
No. The purpose of the services does not include formal training of civil service staff, however, there may be transfer of knowledge through City staff's close coordination and collaboration with providers.
- 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 11/29/2023, the Department notified the following employee organizations of this PSC/RFP request:
Municipal Executive Association; 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: Reanna Albert Phone: 628-271-6178 Email: reanna.albert@sfdph.org

Address: 1380 Howard Street San Francisco, CA 94103

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 47988 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 01/30/2024

Receipt of Union Notification(s)

Receipt of Notice for new PCS over \$100K PSC # 47988 - 23/24

dhr-psccordinator@sfgov.org <dhr-psccordinator@sfgov.org>

on behalf of

reanna.albert@sfdph.org <reanna.albert@sfdph.org>

Wed 11/29/2023 4:18 PM

To: Albert, Reanna (DPH) <reanna.albert@sfdph.org>; sportillo@ifpte21.org <sportillo@ifpte21.org>; kdavis@ifpte21.org <kdavis@ifpte21.org>; jharding@ifpte21.org <jharding@ifpte21.org>; mweirick@ifpte21.org <mweirick@ifpte21.org>; agarza@ifpte21.org <agarza@ifpte21.org>; ewallace@ifpte21.org <ewallace@ifpte21.org>; WendyWong26@yahoo.com <WendyWong26@yahoo.com>; WendyWong26@yahoo.com <WendyWong26@yahoo.com>; tmathews@ifpte21.org <tmathews@ifpte21.org>; kschumacher@ifpte21.org <kschumacher@ifpte21.org>; amakayan@ifpte21.org <amakayan@ifpte21.org>; l21pscreview@ifpte21.org <l21pscreview@ifpte21.org>; andrea@sfmea.com <andrea@sfmea.com>; Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.org>; Criss@sfmea.com <Criss@sfmea.com>; christina@sfmea.com <christina@sfmea.com>; staff@sfmea.com <staff@sfmea.com>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>

RECEIPT for Union Notification for PSC 47988 - 23/24 more than \$100k

The PUBLIC HEALTH -- DPH has submitted a request for a Personal Services Contract (PSC) 47988 - 23/24 for \$4,000,000 for Initial Request services for the period 01/01/2024 – 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/21374> 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

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC HEALTH -- DPH

Dept. Code: DPH

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

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

Type of Service: Various Services Related to Laguna Honda Hospital Recertification

Funding Source: General Funds

PSC Amount: \$7,500,000

PSC Est. Start Date: 03/01/2024

PSC Est. End Date 02/28/2027

1. Description of Work

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

In support of Laguna Honda Hospital's (LHH) recertification efforts in the Center for Medicare and Medicaid Services provider participation program, the selected contractor will support San Francisco Department of Public Health (SFDPH) leadership in designing, creating, establishing and maintaining critical processes related to LHH recertification, facility improvement and long-term stabilization. Specifically, selected contractor will facilitate strategy deployment, overarching project management, facilitation and follow up, as well as develop and implement an information reporting structure and process. Selected contractor will also enhance strategic communication abilities by providing a triage function for incoming requests internal to the City, as well as creation of communication documents, messaging and related collateral as required. Selected contractor will also serve as project manager and leader, potentially managing all aspects of the project lifecycle, including project development, defining deliverables, team facilitation, driving towards defined goal completion, aiding in decision support and managing timelines and ensuring deadlines are met.

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

These services are critical to ensure that LHH regains, and sustains, its certification in the Medicare and Medicaid programs, and that all improvements and enhancements to the facility are operationalized and continue after recertification, ensuring that LHH remains a safety net skilled nursing facility for years to come. Denial of services will risk LHH's recertification and jeopardize the facility's long-term stability and sustainability efforts.

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.

These are new services.

D. Will the contract(s) be renewed?

Yes, if the need is ongoing.

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):

Immediately needed services to address unanticipated or transitional situations, or services needed to address emergency situations.

B. Explain the qualifying circumstances:

In support of LHH's recertification efforts in the Center for Medicare and Medicaid Services provider participation program, the selected contractor will support SFDPH leadership in designing, creating, establishing and maintaining critical processes related to LHH recertification, facility improvement and long-term stabilization. These services are required immediately during this transitional recertification process.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Contractor must have staff experienced in any of the following, but not limited to: strategic planning, Centers for Medicare & Medicaid Services regulations, meeting facilitation, consensus building, quality improvement models such as a Plan-Do-Study-Act (PDSA) cycle, communication and/or project management, as well as experience working within a skilled nursing facility (SNF) or a similar facility, such as an acute care hospital with SNF services. Contractor staff will need to be familiar with interacting with state and federal healthcare regulators, as well as City and SFDPH leadership.
- B. Which, if any, civil service class(es) normally perform(s) this work? 1312, Public Information Officer; 1314, Public Relations Officer; 1803, Performance Analyst I; 1805, Performance Analyst II; 1824, Pr Administrative Analyst; 1825, Prnpl Admin Analyst II; 2591, Health Program Coordinator 2; 2593, Health Program Coordinator 3; 0931, Manager III; 0932, Manager IV;
- 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?

Services are required immediately to support LHH's recertification efforts; it would not be practical to provide these services with civil service employees.

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 currently deployed to LHH to support recertification efforts in a number of capacities. Additionally, as LHH regains certification and the process improvements become operationalized and memorialized as part of daily and regular practice, it is anticipated that the need for these services will decrease.
- 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, these services require training and expertise not available within city classifications.

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. City employees will not be trained, as these services require outside expertise.
- 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 11/28/2023, the Department notified the following employee organizations of this PSC/RFP request:
Municipal Executive Association; 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: Reanna Albert Phone: 628-271-6178 Email: reanna.albert@sfdph.org

Address: 1380 Howard Street San Francisco, CA 94103

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 49726 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 01/30/2024

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of reanna.albert@SFDPH.org
To: [Albert, Reanna \(DPH\)](mailto:Albert,Reanna@DPH); sportillo@ifpte21.org; kdavis@ifpte21.org; jharding@ifpte21.org; mweirick@ifpte21.org; agarza@ifpte21.org; ewallace@ifpte21.org; WendyWong26@yahoo.com; wendywong26@yahoo.com; tmathews@ifpte21.org; kschumacher@ifpte21.org; amakayan@ifpte21.org; l21pscreview@ifpte21.org; andrea@sfmea.com; [Laxamana, Junko \(DBI\)](mailto:Laxamana,Junko@DBI); Criss@sfmea.com; christina@sfmea.com; staff@sfmea.com; [Rossi, Ron \(DPH\)](mailto:Rossi,Ron@DPH); [DHR-PSCCoordinator, DHR \(HRD\)](mailto:DHR-PSCCoordinator,DHR@HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 49726 - 23/24
Date: Tuesday, November 28, 2023 10:57:57 AM

RECEIPT for Union Notification for PSC 49726 - 23/24 more than \$100k

The PUBLIC HEALTH -- DPH has submitted a request for a Personal Services Contract (PSC) 49726 - 23/24 for \$7,500,000 for Initial Request services for the period 03/01/2024 – 02/28/2027. 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/21686> 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

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: Energy efficiency program management

Funding Source: California Public Utilities Commission (CPUC)

PSC Duration: 4 years 39 weeks

PSC Amount: \$3,800,000

1. Description of Work

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

The California Public Utilities Commission (CPUC) has awarded \$3.8mil to CleanPowerSF to fully fund the administration of a new energy program to benefit CleanPowerSF's customers. The Program will provide cost-effective energy efficiency through retrofits and direct installation of equipment for businesses and organizations in the food service sector. CleanPowerSF will solicit and contract for this work from an Energy Service Company (ESCO), as this will be fully funded by the CPUC, which specifically directs CleanPowerSF to enlist an ESCO for program implementation, per the approved program design.

The ESCO will provide turnkey professional services including customer acquisition and conducting customer pre-qualification and securing customer consent energy audits and site visits (that may be virtual) of the customer's facility to assess energy savings opportunities, execution of a contract between the ESCO and the customer and subcontracting the installation of the energy efficiency measures identified in the energy audit. The ESCO will conduct installation via its pool of pre-qualified and vetted installation contractors. Each installation contractor will work with the customer to schedule and install the measures selected. The ESCO will also conduct commissioning and training as needed.

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

The CPUC has authorized funding to CleanPowerSF to support an energy efficiency program. This money will be provided to support the CPUC-approved program model described above – which specifically directs CleanPowerSF to enlist an ESCO for program implementation. Failure to issue an RFP will require CleanPowerSF to return the authorized funds and damage our credibility with the state.

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.

N/A

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. 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.

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:

The CPUC has authorized funding to CleanPowerSF to support an energy efficiency program.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Experience in building science and systems, especially in retail, office and light-industrial sectors, within the context of administering an energy efficiency program. Experience with using building simulation software, the Modified Lighting Calculator (MLC), and Customer Relationship Management technology to support calculations to inform building energy modeling to support a net-metered energy efficiency program. Program or project development and project management experience in administering and managing energy efficiency programs. Experience in customer engagement, energy efficiency-sales and post-installation follow-up. Knowledgeable and familiar with the unique characteristics of Bay Area’s energy market, the commercial sector, the utility customer base and energy efficiency offerings available to CleanPowerSF customers.

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:
No

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

N/A – The state funding for this program is contingent on CleanPowerSF executing the approved program implementation model, which directs the City to pay incentives to an energy management company to install energy efficient equipment. The energy management company takes on the majority of the risk and the reward of the incentive payments which the City provides based on performance of the systems installed. In order to receive funding for this program, the City is precluded from using its own resources to complete the work.

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

A. Explain why civil service classes are not applicable.

N/A - The state funding for this program is contingent on CleanPowerSF executing the approved program implementation model, which directs the City to pay incentives to an energy management company to install energy efficient equipment. The energy management company takes on the majority of the risk and the reward of the incentive payments which the City provides based on performance of the systems installed. In order to receive funding for this program, the City is precluded from using its own resources to complete 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. N/A - The state funding for this program is contingent on CleanPowerSF executing the approved program implementation model, which directs the City to pay incentives to an energy management company to install energy efficient equipment. The energy management company takes on the majority of the risk and the reward of the incentive payments which the City provides based on performance of the systems installed. In order to receive funding for this program, the City is precluded from using its own resources to complete the work.

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.
No. No, CPUC funding for an energy efficiency program is contingent on the use of the approved program design, which relies on the work of a contracted ESCO.
- 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 12/06/2023, 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# 38629 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 01/30/2024

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of shale@sfwater.org
To: [Hale, Shawndrea M.](mailto:Hale,Shawndrea.M.); jegy.sering@seiu1021.org; joshv@smw104.org; oumar.fall@seiu1021.org; oumar.fall@seiu1021.org; sportillo@ifpte21.org; sportillo@ifpte21.org; matthew.torres@seiu1021.org; matthew.torres@seiu1021.org; cade.crowell@seiu1021.org; jduritz@uapd.com; kdavis@ifpte21.org; kdavis@ifpte21.org; jharding@ifpte21.org; mweirick@ifpte21.org; mweirick@ifpte21.org; agarza@ifpte21.org; dho@ifpte21.org; dho@ifpte21.org; dvickers@iam1414.org; SF-DHR-Info@seiu1021.org; SF-DHR-Info@seiu1021.org; sbabaria@cirseiu.org; andrea@sfmea.com; Camaguey@sfmea.com; Camaguey@sfmea.com; cpark@local39.org; cpark@local39.org; khughes@ibew6.org; ewallace@ifpte21.org; ewallace@ifpte21.org; plangrooferlocal40@gmail.com; rooferlocal40@gmail.com; seichenberger@local39.org; dtuttle@oe3.org; dtuttle@oe3.org; pkim@ifpte21.org; najuawanda.daniels@seiu1021.org; pkim@uapd.com; president@sanfranciscodsa.com; max.porter@seiu1021.org; kennethlomba@gmail.com; snaranjo@cirseiu.org; mdennis@twusf.org; rmarengo@twusf.org; pwilson@twusf.org; cmoyer@nccrc.org; noah.frigault@sfgov.org; sfdpoa@cloud.com; Mjayne@iam1414.org; [Emanuel, Rachel \(DEM\)](mailto:Emanuel,Rachel(DEM)); 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; rooferlocal40@gmail.com; sal@local16.org; Criss@sfmea.com; [Meyers, Julie \(HSA\)](mailto:Meyers,Julie(HSA)); 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; [Basconcillo, Kathy](mailto:Basconcillo,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@sffdlocal798.org; cityworker@sfcwu.org; davidmkersten@gmail.com; djohnson@opcmllocal300.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; rmitchell@twusf.org; grojo@local39.org; jduritz@uapd.com; staff@sfmea.com; mike@dc16.us; khughes@ibew6.org; L21PSCReview@ifpte21.org; sfmsa@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.](mailto:Hale,Shawndrea.M.); dhr-psccordinator@sfgov.org
Subject: Receipt of Notice for new PCS over \$100K PSC # 38629 - 23/24
Date: Wednesday, December 6, 2023 11:53:56 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 38629 - 23/24 more than \$100k

The PUBLIC UTILITIES COMMISSION -- PUC has submitted a request for a Personal Services Contract (PSC) 38629 - 23/24 for \$3,800,000 for Initial Request services for the period 06/01/2024 -- 02/28/2029. 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/21758> 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

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: Security Consulting and Design Services

Funding Source: Water, Wastewater, Power Capital and R&R P PSC Duration: 7 years

PSC Amount: \$18,000,000

1. Description of Work

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

The SFPUC requires a highly specialized Consultant firms capable to handle confidential knowledge of the SFPUC's security vulnerabilities and overall security program. It is critical to the SFPUC Homeland Security's strategy to confine this critical knowledge of SFPUC's facilities, utility systems, systems design, and vulnerabilities to limited sources. A confidentiality agreement is required for all intellectual information and related documents shared with and produced by technical security consultants set to safeguard the institutional history and confidential information of the SFPUC's facilities and assets, security vulnerabilities and that of the overall security program. The consultant(s) are needed to support the SFPUC's Enterprise-wide security design criteria and elements, regional and master security server hardware and software requirements, communications and network strategy, and security policies and procedures. The consultant(s) would coordinate this work with other City and SFPUC Departments including ITS, Operations, Infrastructure, San Francisco Public Works (SFPW), SFPW Building Design Construction - Architecture (SFPW-BDC), Department of Technology Information Systems (DTIS), and Homeland Security. The security projects scope encompasses all the facilities for Water, Wastewater, and Power Enterprises. Major capital projects at various operating facilities require security upgrade components in order to benefit already planned process, mechanical and electrical upgrades scopes. By integrating security scope with other planned capital improvement upgrades allows project delivery efficiencies to limit facility disruptions during construction phase.

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

Security System design is a very specialized work, with specialty knowledge of the security system devices and industry standards in the application and facility installation. These services are short-term and specifically associated with identified capital improvement program security upgrade projects. Timely design and implementation of security components along with other planned upgrades at various operating facilities provide proper integration and limited interruption to providing critical services to rate payers. Failure to extend specialty consultant services may result in very significant delays and may jeopardize our efforts to implement security at SFPUC's critical/vulnerable facilities-sites.

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 service is currently being provided via PSC# 44518-18/19.

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 PSC request is for 3 contracts, each for \$6M and seven (7)-years due to of the scope of specialty security system professional engineering services, which includes: design support during project planning, detailed design preparation of contract documents, and Engineering Support During Construction (ESDC) during Construction Phases to respond to Contractor's Requests for Information (RFIs), Submittals, Change Orders, and field verification.

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:

Specialty security system professional engineering services is very specialized work. These services are short-term and specifically associated with SFPUC Enterprise capital improvement programs. Timely design and implementation of security components along with other planned capital improvement project upgrades at various operating facilities allows project delivery efficiencies to limit facility disruptions.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Experience implementing an SFPUC Enterprise-wide security program and integrating numerous security systems and security software applications, Certified Protection Professional (CPP) certification, expertise at designing a full range of electronic security monitoring systems, expertise at developing security program policy and procedures, and thorough knowledge of start-up commissioning and testing procedures.

- 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:
No

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

There are no known Civil Service Classifications which normally / routinely perform this specialty work. Electrical Engineers have not designed programmatic SFPUC Enterprise-wide security program, network backbone infrastructure, with up-to-date knowledge of security software/hardware architecture available on the market, and do not possess the specialty expertise needed for these services.

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

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

Security design and SFPUC Enterprise-wide implementation is a specialty professional engineering service requiring many years of practical implementation experience, a thorough knowledge of security principals and technologies, which are constantly evolving. Electrical Engineers do not have CPP certification nor the expertise to evaluate facilities for security deficiencies, compliance requirements and alternate security monitoring devices and technologies. They do not have the expertise to coordinate and manage the implementation of an SFPUC Enterprise-wide security program.

- 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. This is a specialty work with short-term services, and the knowledge and technology for this specialty work advances at a rapid pace. Note that the consultants under this contract will be reporting to an SFPUC Project Manager and Engineer.

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. Training in the form of webinar/workshop presentations in the area of emerging market trends in security arena of Public Utilities Sector. Total of fifty (50)-hours will be dedicated and tracked for the workshop presentations. Occupational types to receive the training will be Enterprise Facility Managers, Enterprise Operations and Maintenance Managers, Project Managers, and Engineers.
- 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 12/12/2023, 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# 41527 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 01/30/2024

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of shale@sfwater.org
To: [Hale, Shawndrea M.](mailto:Hale,Shawndrea.M.); jegy.sering@seiu1021.org; joshv@smw104.org; oumar.fall@seiu1021.org; oumar.fall@seiu1021.org; sportillo@ifpte21.org; sportillo@ifpte21.org; matthew.torres@seiu1021.org; matthew.torres@seiu1021.org; cade.crowell@seiu1021.org; jduritz@uapd.com; kdavis@ifpte21.org; kdavis@ifpte21.org; jharding@ifpte21.org; mweirick@ifpte21.org; mweirick@ifpte21.org; agarza@ifpte21.org; dho@ifpte21.org; dho@ifpte21.org; dvickers@iam1414.org; SF-DHR-Info@seiu1021.org; SF-DHR-Info@seiu1021.org; sbabaria@cirseiu.org; andrea@sfmea.com; Camaguey@sfmea.com; Camaguey@sfmea.com; cpark@local39.org; cpark@local39.org; khughes@ibew6.org; ewallace@ifpte21.org; ewallace@ifpte21.org; plangrooferlocal40@gmail.com; rooferlocal40@gmail.com; seichenberger@local39.org; dtuttle@oe3.org; dtuttle@oe3.org; pkim@ifpte21.org; najuawanda.daniels@seiu1021.org; pkim@uapd.com; president@sanfranciscodsa.com; max.porter@seiu1021.org; kennethlomba@gmail.com; snaranjo@cirseiu.org; mdennis@twusf.org; rmarengo@twusf.org; pwilson@twusf.org; cmoyer@nccrc.org; noah.frigault@sfgov.org; sfdpoa@cloud.com; Mjayne@iam1414.org; [Emanuel, Rachel \(DEM\)](mailto:Emanuel,Rachel(DEM)); 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; rooferlocal40@gmail.com; sal@local16.org; Criss@sfmea.com; [Meyers, Julie \(HSA\)](mailto:Meyers,Julie(HSA)); seichenberger@local39.org; jason.klumb@seiu1021.org; Camaguey@sfmea.com; ablood@cirseiu.org; kcartermartinez@cirseiu.org; ecassidy@ifpte21.org; 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](mailto: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@sffdlocal798.org; cityworker@sfcwu.org; davidmkersten@gmail.com; djohnson@opcmllocal300.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; rmitchell@twusf.org; grojo@local39.org; jduritz@uapd.com; staff@sfmea.com; mike@dc16.us; khughes@ibew6.org; L21PSCReview@ifpte21.org; sfmsa@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.](mailto:Hale,Shawndrea.M.); dhr-psccordinator@sfgov.org
Subject: Receipt of Notice for new PCS over \$100K PSC # 41527 - 23/24
Date: Tuesday, December 12, 2023 4:15:35 PM

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 41527 - 23/24 more than \$100k

The PUBLIC UTILITIES COMMISSION -- PUC has submitted a request for a Personal Services Contract (PSC) 41527 - 23/24 for \$18,000,000 for Initial Request services for the period 06/03/2024 -- 06/02/2031. 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/21761> 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

Additional Attachment(s)

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: Security Consulting and Design Services (PRO.0072)

Funding Source: Project Funded: WSIP, R&R, CIP, SSIP

PSC Duration: 5 years 2 days

PSC Amount: \$4,000,000

1. Description of Work

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

Provide complete technical security systems design, integration and construction management services for the San Francisco Public Utilities Commissions(SFPUC's) Department of Homeland Security and for the Capital Improvement and Repair and Readiness Programs in accordance with the American Water Works Association's Security Guidelines for Water Utilities and Risk Assessment Methodology-Water Certification.

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

The PUC requires a highly specialized firm to handle confidential knowledge of the SFPUC's security vulnerabilities and overall program. It is critical to the SFPUC Homeland Security's strategy to confine this critical knowledge of our systems, systems designs, and vulnerabilities to a single source. A contractual relationship with a technical security consultant will safeguard the institutional history and the confidential information of the SFPUC's security vulnerabilities and that of the overall security program. The SFPUC is in the process of implementing an expanded enterprise-wide security program. A consultant is needed to develop the SFPUC's Enterprise-wide security design criteria and elements, Regional and Master Security Server hardware and software requirements, communications and network strategy, and security policies and procedures. A consultant would coordinate this work with other City and SFPUC Departments including ITS, Operations, Project Management Bureau (PMB), Public Works(PW), Bureau of Architects(BOA), Department of Technology Information Systems (DTIS), Homeland Security, and Engineering Management Bureau (EMB). The roll-out of the security program across the five regional Water System Improvement Program areas, Waste Water Enterprise, and Power Enterprise, and the on-going interaction with other City Departments requires, that one consultant manage the project implementation process and disclosure of sensitive information. Failure to secure a consultant at this stage may result in very significant delays and may jeopardize our efforts to implement security at SFPUC's critical sites.

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 service is currently being provided via PSC No. 36698-17/18 (CS-324.A). We are currently issuing a new Request for Proposal for similar services. This PSC 44518-18/19 is a renewal of PSC 47235-18/19 which expires on 8-20-19. This PSC 44518-18/19 has the same scope as PSC 47235-18/19.

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.

We are requesting five(5) years because part of the scope of services is to provide design support during construction support.

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.

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

B. Explain the qualifying circumstances:

This is very specialized work. These services are short-term and associated with specific capital projects underway. The skills and expertise needed are diverse and not adequately represented within City resources for the work required. The services are discrete and as-needed, and not steady or long-term in nature. The services require resources that the City lacks – not only the specialized expertise as noted above, but also specific security design, architectural, and/or other software and tools that the City lacks. Future funding is uncertain for this work, and, as described above, establishment of new civil service positions, classes, or programs would not be appropriate for this as-needed/intermittent and highly specialized type of work.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Experience implementing an enterprise-wide security program and integrating numerous security systems and security software applications, Certified Protection Professional (CPP) certification, expertise at designing a full range of electronic security monitoring systems, expertise at developing security program policy and procedures, and thorough knowledge of startup and testing procedures.

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:
No.

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

There are no known civil service classifications which normally perform this work. Electrical engineers have only typically designed site-specific electronic security systems including card reader access and camera surveillance monitored on-site, and remote monitoring of alarm contacts using a Remote Terminal Unit (RTU) output to Supervisory Control and Data Acquisition (SCADA), and do not possess the skills and expertise needed for these services.

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

A. Explain why civil service classes are not applicable.

Security design and enterprise-wide implementation is a specialty professional service requiring many years of experience, a thorough knowledge of security principals and technologies, which are constantly evolving. Electrical Engineers do not have CPP certification nor the expertise to evaluate facilities for security requirements and alternate security monitoring devices and technologies. They do not have the expertise to coordinate and manage the implementation of an enterprise-wide security program.

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. This is a specialty with a short-term of service.

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.
No. Training will not be provided, as electrical engineers do not have CPP certification nor the expertise to evaluate facilities for security requirements and alternate security monitoring devices and technologies. They do not have the expertise to coordinate and manage the implementation of an enterprise-wide security program.
- 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 06/10/2019, 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 San Francisco, CA

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 44518 - 18/19

DHR Analysis/Recommendation:

action date: 08/05/2019

Commission Approval Required

Approved by Civil Service Commission

08/05/2019 DHR Approved for 08/05/2019

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: Environmental

Funding Source: Hetch Hetchy Water and Power

PSC Duration: 9 years 1 day

PSC Amount: \$5,000,000

1. Description of Work

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

The contract will conduct hydrologic, geomorphic, biological, and related river ecosystem science and management work on an as-needed basis in relation to existing and future agreements with the US Department of Interior under the Raker Act.

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

Failure to approve this PSC will contribute to the SFPUC renegeing on existing commitments under agreements with the US Department of Interior under the Raker Act on the Upper Tuolumne River.

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, via CS-388. Previous PSC #4064-08/09.

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 proposed 9 year contract would support long-term needs for the SFPUC's Upper Tuolumne River Ecosystem Program and related agreements with the US Department of Interior under the Raker Act. Efforts will include supporting long-term ecological monitoring and program implementation.

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 work is specialized and can be episodic, not lending itself to permanent staff positions. Some supporting work will be conducted by existing SFPUC staff.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Proven expertise and experience in physical process-based river restoration approaches, river ecosystem science, and collaborative development of ecosystem-based

instream flow recommendations for regulated river systems in California.

- 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 qualified contractor will utilize equipment like catarafts (boats for large river flow measurement), thermisters (small temperature recording devices), and time lapse cameras (for recording change over time).

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

N/A

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

- A. Explain why civil service classes are not applicable.
Currently, there are no civil service classes that perform this work as the work is highly specialized. Some examples of specialized skills sought include 2D hydraulic modeling, individual based population modeling, geomorphic and sediment transport modeling, habitat restoration design, class 5 river guide services, riparian recruitment analysis, water temperature modeling, statistical analysis for fisheries, benthic macroinvertebrate collection, identification, and statistical analysis, ecological functional flow analysis, flow-habitat relationship analysis, and ramping rate analysis.
- 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, these services are highly specialized and are only required on an as-needed basis.

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. The work is specialized and can be episodic, not lending itself to permanent staff positions. Some supporting work will be conducted by existing SFPUC staff.
- 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 12/15/2023, 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# 42794 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 01/30/2024

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of shale@swater.org
To: Hale, Shawndrea M.; jegy.sering@seiu1021.org; joshv@smw104.org; oumar.fall@seiu1021.org; oumar.fall@seiu1021.org; sportillo@ifpte21.org; sportillo@ifpte21.org; matthew.torres@seiu1021.org; matthew.torres@seiu1021.org; cade.crowell@seiu1021.org; jduritz@uapd.com; kdavis@ifpte21.org; kdavis@ifpte21.org; jharding@ifpte21.org; mweirick@ifpte21.org; mweirick@ifpte21.org; agarza@ifpte21.org; dho@ifpte21.org; dho@ifpte21.org; dvickers@iam1414.org; SF-DHR-Info@seiu1021.org; SF-DHR-Info@seiu1021.org; sbabaria@cirseiu.org; andrea@sfmea.com; Camaguey@sfmea.com; Camaguey@sfmea.com; cpark@local39.org; cpark@local39.org; khughes@ibew6.org; ewallace@ifpte21.org; ewallace@ifpte21.org; plangrooferlocal40@gmail.com; rooferslocal40@gmail.com; seichenberger@local39.org; dtuttle@oe3.org; dtuttle@oe3.org; pkim@ifpte21.org; najuawanda.daniels@seiu1021.org; pking@uapd.com; president@sanfranciscodsa.com; max.porter@seiu1021.org; kennethlomba@gmail.com; snaranjo@cirseiu.org; mdennis@twusf.org; rmarenc@twusf.org; pwilson@twusf.org; cmoyer@nccrc.org; noah.frigault@sfgov.org; sfdpoa@cloud.com; Mjayne@iam1414.org; Emanuel, Rachel (DEM); 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; Meyers, Julie (HSA); seichenberger@local39.org; jason.klumb@seiu1021.org; Camaguey@sfmea.com; ablood@cirseiu.org; kcartermartinez@cirseiu.org; ecassidy@ifpte21.org; 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; Basconillo, 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@sffdlocal798.org; cityworker@sfcwu.org; davidmkersten@gmail.com; djohnson@opcmllocal300.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; 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@seiu1021.org; Hale, Shawndrea M.; dhr-psccordinator@sfgov.org
Subject: Receipt of Notice for new PCS over \$100K PSC # 42794 - 23/24
Date: Friday, December 15, 2023 4:31:54 PM

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 42794 - 23/24 more than \$100k

The PUBLIC UTILITIES COMMISSION -- PUC has submitted a request for a Personal Services Contract (PSC) 42794 - 23/24 for \$5,000,000 for Initial Request services for the period 05/05/2024 -- 05/04/2033. 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/21798> 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

Additional Attachment(s)

Meeting Information

 TEXT  FONT SIZE  

Archive Center >> [Civil Service Commission](#) >> 2008

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MINUTES Regular Meeting December 15, 2008

2:00 p.m.
ROOM 400, CITY HALL
1 Dr. Carlton B. Goodlett Place

CALL TO ORDER

2:13 p.m.

ROLL CALL

President Donald A. Casper	Present
Vice President Morgan R. Gorrone	Present
Commissioner Mary Y. Jung	Present (Arrived at 4:12 p.m. Missed Item #s 1 through 13)
Commissioner E. Dennis Normandy	Present (Left at 4:15 p.m. Missed Item #s 14 through 19)

President Donald A. Casper presided.

PUBLIC COMMENT ON MATTERS APPEARING ON THE AGENDA

None.

APPROVAL OF MINUTES

Regular Meeting of December 1, 2008

Action: Approve. (Vote of 3 to 0)

0543-08-8 Review of request for approval of proposed personal services contracts. (Item No. 5)

PSC#	Department	Amount	Type of Service	Type of Approval	Duration
4062-08/09	Fire Department	\$1,250,000	Will provide clinical quality assurance services for the Fire Department Emergency Medical Services (EMS) and the Department of Emergency Management (DEM).	Regular	12/31/11
4064-08/09	Public Utilities Commission	\$1,500,000	Will conduct hydrologic, geomorphic, biological and related river ecosystem science work on and as-needed basis.	Regular	01/14/14

December 1, 2008 (1) Postpone PSC #4062-08/09 to the meeting of

December 15, 2008.
(2) Postpone PSC #4064-08/09 to the meeting of
December 15, 2008 at the request of the Public
Utilities Commission.

- Speakers:** Capt. Andy Zanoft, San Francisco Fire Department spoke on PSC #4062-08/09.
Kofo Domingo and William Sears, Public Utilities Commission spoke on PSC #4064-08/09.
- Action:**
- (1) Adopt the Human Resources Director's report on PSC #4062-08/09. Notify the offices of the Controller and the Purchaser. (Vote of 3 to 0)
 - (2) Adopt the Human Resources Director's report on PSC #4064-08/09 as verbally amended to note that the contractor will train City and County employees. Notify the offices of the Controller and the Purchaser. (Vote of 3 to 0)

0563-08-8 Review of request for approval of proposed personal services contracts.
(Item No. 6)

PSC#	Department	Amount	Type of Service	Type of Approval	Duration
4066-08/09	Office of Economic & Workforce Development	\$150,000	Will assist Office of Economic & Workforce Development (OEWD) with design and implementation of a system to support client tracking and performance management for Workforce Investment (WIA).	Regular	08/17/10
4067-08/09	Airport Commission	\$250,000	Will provide, program, install and implement a satellite communication system with annual air-time service plan for both a mobile command center (a vehicle) and the Airport's Emergency Operations Center.	Regular	12/31/17
4068-08/09	Airport Commission	\$500,000	Will provide support on the Noise Insulation Program, particularly on tasks such as: review of County records and updated noise impact boundaries to identify properties that may qualify for noise insulation improvements.	Regular	12/21/11
4069-08/09	Arts Commission	\$60,000	Will provide design, fabrication, transportation and installation of temporary sculpture made from willow saplings in Civic Center Plaza.	Regular	11/15/10
4070-08/09	Arts Commission	\$70,000	Will provide design, fabrication, transportation and installation of free-standing sculpture for the grounds of the Moscone Recreation Center.	Regular	11/15/10
4071-08/09	Port	\$75,000	Will provide training to local high school students on field monitoring and analytical techniques, HRC has granted a sole source waiver for this effort.	Regular	01/04/11
4072-08/09	Public Utilities Commission	\$5,000,000	Will provide a pool of pre-qualified consultants with expertise related to renewable energy services (i.e. primarily waste-to-energy [ex: grease/biomass/food waste-to-energy]; possibly wind and solar power design expertise).	Regular	01/31/11
4073-08/09	Public Utilities Commission	\$7,000,000	Will provide inspection services and rehabilitation upgrades for Water Enterprise for civil facilities that are not Water System Improvement Program facilities.	Regular	01/31/14
4164-06/07 Postpone to 1/5/09	Mayor's Office	Increase Amount \$0.00 New Amount \$900,000	Will provide state lobbying services for the City, including identifying and advocating for or against legislation and regulatory matters that impact the City.	Modification	06/30/09
4186-06/07	Mayor's Office of Housing	Increase Amount \$160,000 New Amount \$300,000	Will provide project management and monitoring for lead hazard reduction work of participating properties. Verify compliance of contractors with City and State regulations, and conduct clearance inspections in accordance with HUD and other federal guidelines.	Modification	06/30/10

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: Upper Tuolumne River Ecosystem Project, River Science Support (CS-946)/(CS-388)

Funding Source: Hetch Hetchy Water and Power Fun

PSC Amount: \$1,500,000

PSC Est. Start Date: 01/15/2009

PSC Est. End Date 01/14/2014

1. Description of Work

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

The San Francisco Public Utilities Commission (SFPUC) seeks to retain the services of a qualified Proposer to conduct hydrologic, geomorphic, biological and related river ecosystem science work on an as-needed basis. The work will be conducted in support of the Upper Tuolumne River Ecosystem Project and other related SFPUC river and stream ecosystem management efforts.

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

The Upper Tuolumne River Ecosystem Project will (1) satisfy existing instream flow commitments (2) implement the SFPUC Water Enterprise environmental stewardship policy on the Upper Tuolumne River, and (3) assist the U.S. National Park Service with development of the Tuolumne wild and scenic river plan. Failure to approve this PSC will result in the SFPUC renegeing on existing commitments on the Upper Tuolumne River.

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 service has not been provided in the past.

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.

not applicable

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 CS-388 contract was established for the express purpose of providing as-needed river ecosystem science services due to the uncertain nature of Raker Act regulatory requirements, upper Tuolumne River scientific findings, and environmental conditions that constrain/dictate field data gathering opportunities. Thus CS-388 workload is often episodic, intermittent, and on demand (as-needed) and does not lend itself to a permanent position(s) and workload. The City lacks the equipment and knowledgeable staff necessary to conduct the highly specialized tasks described in the CS-388 RFP and contract. Because of the episodic nature of the work, it would be unreasonable to establish a City workforce capable of these specialized tasks.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Proven expertise and experience in physical process-based river restoration approaches, river ecosystem science, and collaborative development of ecosystem-based instream flow recommendations for regulated river systems in California.
- 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 qualified contractor will utilize equipment like catarafts (boats for large river flow measurement), thermisters (small temperature recording devices), and time lapse cameras (for recording change over time).

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

N/A. The City does not have these services.

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

- A. Explain why civil service classes are not applicable.
Currently, there are no civil service classes that perform this work as the work is highly specialized.
- 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, these services are highly specialized and are only required on an as-needed basis.

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.
- 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 none, 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 Ave. San Francisco, CA

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4064-08/09

DHR Analysis/Recommendation:

Civil Service Commission Action: