



**CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO**

**LONDON N. BREED
MAYOR**

Sent via Electronic Mail

January 25, 2024

NOTICE OF CIVIL SERVICE COMMISSION MEETING

**SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED PERSONAL SERVICES
CONTRACT 41365-23/24; 41315-23/24; 43520-23/24; AND 46672-22/23.**

The above matter will be considered by the Civil Service Commission at a hybrid meeting (in-person and virtual) in Room 400, City Hall, 1 Dr. Goodlett Place, San Francisco, California 94102 and through Cisco WebEx to be held on **February 5, 2024, at 2:00 p.m.**

This item will appear on the Ratification Agenda. Please refer to the attached notice for procedural and other information about Commission hearings.

Attendance by you or an authorized representative is recommended. Should you or your representative not attend, the Commission will rule on the information previously submitted and testimony provided at its meeting. All calendared items will be heard and resolved at this time unless good reasons are presented for a continuance.

CIVIL SERVICE COMMISSION

SANDRA ENG
Executive Officer

Attachments

Cc: Reanna Albert, Department of Public Health
Alexander Burns, Department of Public Works
Kelly Hiramoto, Department of Public Health
Joyce Kimotsuki, Controller
Lynn Khaw, Office of the City Administrator
Joan Lubamersky, Office of the City Administrator
Commission File
Commissioners' Binder
Chron

NOTICE OF COMMISSION HEARING POLICIES AND PROCEDURES

A. Commission Office

The Civil Service Commission office is located at, 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. The telephone number is (628) 652-1100. The fax number is (628) 652-1109. The email address is civilservice@sfgov.org and the web address is www.sfgov.org/civilservice/. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

B. Policy Requiring Written Reports

It is the policy of the Civil Service Commission that except for appeals filed under Civil Service Commission Rule 111A Position-Based Testing, all items appearing on its agenda be supported by a written report prepared by Commission or departmental staff. All documents referred to in any Agenda Document are posted adjacent to the Agenda, or if more than one (1) page in length, available for public inspection and copying at the Civil Service Commission office. Reports from City and County personnel supporting agenda items are submitted in accordance with the procedures established by the Executive Officer. Reports not submitted according to procedures, in the format and quantity required, and by the deadline, will not be calendared.

C. Policy on Written Submissions by Appellants

All written material submitted by appellants to be considered by the Commission in support of an agenda item shall be submitted to the Commission office, no later than 5:00 p.m. on the fourth (4th) business day preceding the Commission meeting for which the item is calendared (ordinarily, on Tuesday). An original copy on 8 1/2-inch X 11 inch paper, three-hole punched on left margin, and page numbered in the bottom center margin, shall be provided. Written material submitted for the Commission's review becomes part of a public record and shall be open for public inspection.

D. Policy on Materials being Considered by the Commission

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting on the Civil Service Commission's website at <https://sf.gov/civilservice> and in its office located at 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. If any materials related to an item on this agenda have been distributed to the Civil Service Commission after distribution of the agenda packet, those materials will be available for public inspection at the Civil Service Commission's during normal office hours (8:00 a.m. to 5:00 p.m. Monday through Friday).

E. Policy and Procedure for Hearings to be Scheduled after 5:00 p.m. and Requests for Postponement

A request to hear an item after 5:00 p.m. should be directed to the Executive Officer as soon as possible following the receipt of notification of an upcoming hearing. Requests may be made by telephone at (628) 652-1100 and confirmed in writing or by fax at (628) 652-1109.

A request for a postponement (continuance) to delay an item to another meeting may be directed to the Commission Executive Officer by telephone or in writing. Before acting, the Executive Officer may refer certain requests to another City official for recommendation. Telephone requests must be confirmed in writing prior to the meeting. Immediately following the "Announcement of Changes" portion of the agenda at the beginning of the meeting, the Commission will consider a request for a postponement that has been previously denied. Appeals filed under Civil Service Commission Rule 111A Position-Based Testing shall be considered on the date it is calendared for hearing except under extraordinary circumstances and upon mutual agreement between the appellant and the Department of Human Resources.

F. Policy and Procedure on Hearing Items Out of Order

Requests to hear items out of order are to be directed to the Commission President at the beginning of the agenda. The President will rule on each request. Such requests may be granted with mutual agreement among the affected parties.

G. Procedure for Commission Hearings

All Commission hearings on disputed matters shall conform to the following procedures: The Commission reserves the right to question each party during its presentation and, in its discretion, to modify any time allocations and requirements.

If a matter is severed from the *Consent Agenda* or the *Ratification Agenda*, presentation by the opponent will be for a maximum time limit of five (5) minutes and response by the departmental representative for a maximum time limit of five (5) minutes. Requests by the public to sever items from the [*Consent Agenda* or] *Ratification Agenda* must be provided with justification for the record.

For items on the *Regular Agenda*, presentation by the departmental representative for a maximum time of five (5) minutes and response by the opponent for a maximum time limit of five (5) minutes.

For items on the *Separations Agenda*, presentation by the department followed by the employee or employee's representative shall be for a maximum time limit of ten (10) minutes for each party unless extended by the Commission.

Each presentation shall conform to the following:

1. Opening summary of case (brief overview);
2. Discussion of evidence;
3. Corroborating witnesses, if necessary; and
4. Closing remarks.

The Commission may allocate five (5) minutes for each side to rebut evidence presented by the other side.

H. Policy on Audio Recording of Commission Meetings

As provided in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available starting on the day after the Commission meeting on the Civil Service Commission website at www.sfgov.org/civilservice/.

I. Speaking before the Civil Service Commission

Speaker cards are not required. The Commission will take in-person public comment on all items appearing on the agenda at the time the item is heard. The Commission will take public comment on matters not on the Agenda, but within the jurisdiction of the Commission during the "Requests to Speak" portion of the regular meeting. Maximum time will be three (3) minutes. A subsequent comment after the three (3) minute period is limited to one (1) minute. The timer shall be in operation during public comment. Upon any specific request by a Commissioner, time may be extended. People who have received an accommodation due to a disability (as described below) may provide their public comments remotely. The Commission will also allow public comment from members of the public who choose to participate remotely. It is possible that the Commission may experience technical challenges that interfere with the ability of members of the public to participate in the meeting remotely. If that happens, the Commission will attempt to correct the problem, but may continue the hearing so long as people attending in-person are able to observe and offer public comment.

J. Public Comment and Due Process

During general public comment, members of the public sometimes wish to address the Civil Service Commission regarding matters that may come before the Commission in its capacity as an adjudicative body. The Commission does not restrict this use of general public comment. To protect the due process rights of parties to its adjudicative proceedings, however, the Commission will not consider, in connection with any adjudicative proceeding, statements made during general public comment. If members of the public have information that they believe to be relevant to a matter that will come before the Commission in its adjudicative capacity, they may wish to address the Commission during the public comment portion of that adjudicative proceeding. The Commission will not consider public comment in connection with an adjudicative proceeding without providing the parties an opportunity to respond.

K. Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Information on Disability Access

The Civil Service Commission normally meets in Room 400 (Fourth Floor) City Hall, 1 Dr. Carlton B. Goodlett Place. However, meetings not held in this room are conducted in the Civic Center area. City Hall is wheelchair accessible. The closest accessible BART station is the Civic Center, located 2 ½ blocks from City Hall. Accessible MUNI lines serving City Hall are 47 Van Ness Avenue, 9 San Bruno and 71 Haight/Noriega, as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points in the vicinity of City Hall adjacent to Grove Street and Van Ness Avenue.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week. For American Sign Language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the Commission office to make arrangements for the accommodation. Late requests will be honored, if possible.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our ADA coordinator at (628) 652-1100 or email civilservice@sfgov.org to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Victor Young, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: soft@sfgov.org, or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Section 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Ave., Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site <https://sfethics.org/>.



London Breed
Mayor

Carol Isen
Human Resources Director

Date: January 19, 2024
To: The Honorable Civil Service Commission
Through: Carol Isen
Human Resources Director
From: Joyce Kimotsuki, CON
Reanna Albert / Kelly Hiramoto, DPH
Alexander Burns, DPW
Joan Lubamersky / Lynn Khaw, GSA
Subject: **Personal Services Contracts Approval Request**

This report contains four (4) personal services contracts (PSCs) in accordance with the revised Civil Service Commission (CSC) procedures for processing PSCs that became effective on November 5, 2014.

The services proposed by these contracts have been reviewed by Department of Human Resources (DHR) staff to evaluate whether the requesting departments have complied with City policy and procedures regarding PSCs. The proposed PSCs have been posted on the DHR website for seven (7) calendar days. CSC procedures for processing PSCs require that any appeal of these contracts be filed in the office of the CSC, Executive Officer during the posting period.

No timely appeals have been filed regarding the PSCs contained in this report. These proposed PSCs are being submitted to the CSC for ratification/approval.

DHR has prepared the following cost summary for personal services contracts that have been processed through the Department of Human Resources Fiscal Year 23/24 to date:

Total of this Report	YTD Expedited Approvals FY2023-2024	Total for FY2023-2024
\$95,750,000	\$383,441,426	\$3,559,403,235

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LK: (415) 554-6296

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POSTING FOR

February 05, 2024

PROPOSED PERSONAL SERVICES CONTRACTS – REGULAR

Commission Hearing Date

2024-02-05

APPLY

PSC No	Dept Designation	PSC Amount	Description of Work	PSC Estimated Start Date	PSC Estimated End Date	Type of Approval
41365 - 23/24	CONTROLLER	\$5,000,000.00	Provide municipal financing advisory services to Office of Public Finance and other Controller's Office and City department staff in the following areas: municipal debt financing or other financial advisory services. Consultant experience includes working on general obligation bonds, certificates of participation, lease revenue bonds, special tax bonds, tax allocation revenue bonds commercial paper and other forms of municipal financing.	February 6, 2023	January 28, 2028	REGULAR
41315 - 23/24	PUBLIC HEALTH	\$72,000,000.00	<p>These services will be provided by contractors responding to a new RFP to create Expanded Harm Drop-in Centers, which tests a new paradigm for the organized delivery and linkage of health care services for people who use drugs. Its purpose is to demonstrate how such a system will reduce overdose, reduce overdose disparities, reduce adverse health and social consequences, and promote recovery and wellness.</p> <p>Critical elements include:</p> <ul style="list-style-type: none"> --Providing hospitality services in order to ensure that all services are rendered in a warm, welcoming environment that treats clients with compassion and respect and encourages future engagement; --Providing linkage services in order to ensure the ability to integrate harm reduction with other forms of care provided at the Sites to ensure that the "whole person" needs of clients are met; --Providing onsite rapid HIV and HCV testing by licensed medical staff, trained staff, or trained peers (DPH HIV HCV Test Counselor training) and follow-up testing at DPH Health Laboratory and follow-up linkage to treatment; --Providing on-site drug checking on a regularly scheduled basis with the use of infrared spectrometer, or other equivalent technology, that identifies different compounds in a given sample; --Providing distribution and disposal of harm reduction supplies and education; --providing culturally responsive community outreach and engagement to the Priority Population to encourage people disproportionately impacted by substance use to use the program. This can include outreach to other providers, training, and/or street-based outreach. 	January 1, 2024	December 31, 2028	REGULAR
43520 - 23/24	GENERAL SERVICES AGENCY - PUBLIC WORKS	\$18,000,000.00	Provide specialized services in Cost Estimating to support Department of Public Works design staff on an as-needed basis. The Consultants will provide expert cost estimating services to ensure that the most up to date cost data are utilized.	February 5, 2024	December 31, 2031	REGULAR

TOTAL AMOUNT \$95,000,000

Posting For February 05, 2024

Proposed Modifications to Personal Services Contracts

Commission Hearing Date

2024-02-05

APPLY

PSC Number	Commission Hearing Date	Department	Additional Amount	Cumulative Total	Description	Start Date	End Date	Approval Type
46672 - 22/23 - MODIFICATIONS	February 5, 2024	GENERAL SERVICES AGENCY - CITY ADMIN -- ADM	\$750,000	\$1,500,000	Contractors shall provide set-up/installation and break-down services of barricades, fencing, and other crowd and traffic safety equipment that are rented, and at times, may be purchased by City departments, to ensure public safety during various special events (e.g., Pride Parade, Warriors championship parade, Fleet Week) and for other circumstances, including street/sewer paving and repair, vehicular accidents, etc. that require temporary crowd and/or traffic safety control measures.	11/01/2023	10/31/2028	REGULAR

TOTAL AMOUNT \$750,000

**Regular/Continuing/Annual
Personal Services Contracts**

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: CONTROLLER -- CON

Dept. Code: CON

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

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

Type of Service: Municipal Financial Advisory Services

Funding Source: Bond Proceeds - Cost of Issuance

PSC Amount: \$5,000,000

PSC Est. Start Date: 02/06/2023

PSC Est. End Date 01/28/2028

1. Description of Work

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

Provide municipal financing advisory services to Office of Public Finance and other Controller's Office and City department staff in the following areas: municipal debt financing or other financial advisory services. Consultant experience includes working on general obligation bonds, certificates of participation, lease revenue bonds, special tax bonds, tax allocation revenue bonds commercial paper and other forms of municipal financing.

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

These services are required to assist the City with appropriate implementation of the City's debt financing obligations and processes. If these services are denied, the City will not have access to independent expertise in debt financing.

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.

Provided under PSC#49733-19.20 Initial, Mod 1, and Mod 2.

D. Will the contract(s) be renewed?

To be determined based on City and department's service needs.

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.

Circumstances where there is a demonstrable potential conflict of interest (e.g., independent appraisals, audits, inspections, third party reviews and evaluations).

B. Explain the qualifying circumstances:

Existing Civil Service classifications do not possess the independence, specialized experience and expertise required. This type of specialized service is not performed on a daily basis. Also, the classes lack the experience and expertise of having current municipal market information regarding structure of the financing, the terms, timing of the sale, maturity schedule of the bond, call features, spread of interest coupons, terms of delivery, and similar technical matters which may assist. City resources do not possess the requirements of needing firms to be registered with both the Security and Exchange Commission and the Municipal Securities Rulemaking Board. City staff do not possess the qualification of having passed the Series 50 exam which is required in order to engage in municipal advisory activities.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Must have specialized skills in municipal financing advisory services with experience working on general obligation bonds, certificates of participation, lease revenue bonds, Mello-Roos special tax bonds, tax allocation bonds, revenue bonds, tax-exempt commercial paper, and other forms of debt financing. Must have successfully completed two California-based municipal financial advisory projects within the last five years, at least one of which was similar in size and scope to that proposed to the City. Municipal Financial Advisors Firms that are engaged in municipal advisory activities must be registered with both the Security and Exchange Commission and the Municipal Securities Rulemaking Board. Municipal advisor firms must have at least one individual appropriately qualified who has passed the Series 50 exam in order to engage in municipal advisory activities.
- B. Which, if any, civil service class(es) normally perform(s) this work? 1824, Pr Administrative Analyst; 0933, Manager V;
- 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?

Due to the highly specialized skills, independent review, and market presence of the consultants, the City resources are not able to provide these services.

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

- A. Explain why civil service classes are not applicable.
Existing Civil Service classifications do not possess the independence, specialized experience and expertise required. This type of specialized service is not performed on a daily basis. Also, the classes lack the experience and market presence and information regarding structure of the financing, the terms, timing of the sale, maturity schedule of the bond, call features, spread of interest coupons, terms of delivery, and similar technical matters which may assist. . City resources do not possess the requirements of needing firms to be registered with both the Security and Exchange Commission and the Municipal Securities Rulemaking Board. City staff do not possess the qualification of having passed the Series 50 exam which is required in order to engage in municipal advisory activities.
- 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 given that the work is highly specialized, benefits from broad market experience, and provides an independent review.

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. Trainings are limited in scope and provided to newer employees (1822, 1824, 1825). We estimate 1-2 hours of training per employee trained.
- 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 12/08/2023, 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: Joyce Kimotsuki Phone: (415) 554-6562 Email: joyce.kimotsuki@sfgov.org

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

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 41365 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 02/05/2024

Receipt of Union Notification(s)

From: ahr-psccordinator@sfgov.org on behalf of joyce.kimotsuki@sfgov.org
To: [RECEIPT for Union Notification for PSC 41365 - 23/24 more than \\$100k](mailto:Kimotsuki_Joyce (CON); 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); Criss@sfmea.com; christina@sfmea.com; staff@sfmea.com; Kimotsuki_Joyce (CON); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over $100K PSC # 41365 - 23/24
Date: Friday, December 8, 2023 7:17:03 PM</p><hr/></div><div data-bbox=)

The CONTROLLER -- CON has submitted a request for a Personal Services Contract (PSC) 41365 - 23/24 for \$5,000,000 for Initial Request services for the period 02/06/2023 – 01/28/2028. Notification of 30 days (60 days for SEIU) is required.

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

<http://apps.sfgov.org/dhrdrupal/node/21773> 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: CONTROLLER

Dept. Code: CON

Type of Request: Initial Modification of an existing PSC (PSC # 49733 - 19/20)

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

Type of Service: Municipal Financial Advisory Services

Funding Source: Bond Proceeds - Cost of Issuance

PSC Original Approved Amount: \$5,000,000 PSC Original Approved Duration: 10/01/19 - 09/30/24 (5 years 1 day)

PSC Mod#1 Amount: no amount added PSC Mod#1 Duration: 02/25/22-12/31/26 (2 years 13 weeks)

PSC Mod#2 Amount: \$2,499,999 PSC Mod#2 Duration: no duration added

PSC Cumulative Amount Proposed: \$7,499,999 PSC Cumulative Duration Proposed: 7 years 13 weeks

1. Description of Work

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

Provide municipal financing advisory services to Office of Public Finance and other Controller's Office and City department staff in the following areas: general obligation bonds, certificates of participation, lease revenue bonds, Mello-Roos special tax bonds, tax allocation bonds, revenue bonds, tax-exempt commercial paper, special tax and fiscal consulting, and other forms of municipal financing.

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

These services are required to assist the City with appropriate implementation of the City's debt financing obligations and processes. If these services are denied, the City will not have access to independent expertise in debt financing.

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 49733 - 19/20

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:

The Controller's Office requests that the PSC cover 7 years and 3 months since many contracts have options to renew. With consultants, there is a significant learning curve for their understanding of the City's new processes, procedures and any new regulations and legislation.

2. Reason(s) for the Request

A. Display all that apply

Circumstances where there is a demonstrable potential conflict of interest (e.g., independent appraisals, audits, inspections, third party reviews and evaluations).

Explain the qualifying circumstances:

City must have access to independent and highly specialized expertise in debt financing and other municipal financing.

B. Reason for the request for modification:

We would like to increase the existing PSC 49733 - 19/20 funds by \$2,499,999, which is less than half of the previously approved total amount of this PSC in order to allow for continuing services, amendments on existing contracts and new contracts for the same services executed through this PSC.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Must have specialized skills in municipal financing advisory services with experience working on general obligation bonds, certificates of participation, lease revenue bonds, Mello-Roos special tax bonds, tax allocation bonds, revenue bonds, tax-exempt commercial paper, special tax and fiscal consulting, and other forms of debt financing. Must have successfully completed two California-based municipal financial advisory projects within the last five years, at least one of which was similar in size and scope to that proposed to the City.
- B. Which, if any, civil service class(es) normally perform(s) this work? 1824, Pr Administrative Analyst; 0933, Manager V;
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No

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

Not Applicable

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

- A. Explain why civil service classes are not applicable.
Existing Civil Service classifications do not possess the independence, specialized experience and expertise required. This type of specialized service is not performed on a daily basis. The classes lack the required specialized expertise and experience and market presence. Also, the classes lack the experience and expertise of market information regarding structure of the financing, the terms, timing of the sale, maturity schedule of the bond, call features, spread of interest coupons, terms of delivery, and similar technical matters which may assist the City in obtaining the lowest practical interest costs and the widest competition for the purchase of bonds. Lastly, the classes are not insured.
- 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. The work is highly specialized and independent in nature.

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 - Civil Service classifications are not insured
- 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.
Work done by existing contractor and possible new contractors

**7. Union Notification: On 09/26/23, the Department notified the following employee organizations of this PSC/RFP request:
Municipal Executive Association; Management & Superv Local 21;**

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

Name: Rebecca Lui Phone: 415-554-6636 Email: rebecca.lui@sfgov.org

Address: 1 Dr. Carlton B. Goodlett Place, Room 306, San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 49733 - 19/20

DHR Analysis/Recommendation:

Commission Approval Not Required

Approved by DHR on 10/24/2023

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: CONTROLLER -- CON

Dept. Code: CON

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

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

Type of Service: Municipal Financial Advisory Services

Funding Source: Bond Proceeds - Cost of Issuance

PSC Amount: \$5,000,000 PSC Est. Start Date: 10/01/2019 PSC Est. End Date 09/30/2024

1. Description of Work

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

Provide municipal financing advisory services to Office of Public Finance and other Controller's Office and City department staff in the following areas: general obligation bonds, certificates of participation, lease revenue bonds, Mello-Roos special tax bonds, tax allocation bonds, revenue bonds, tax-exempt commercial paper, special tax and fiscal consulting, and other forms of municipal financing.

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

These services are required to assist the City with appropriate implementation of the City's debt financing obligations and processes. If these services are denied, the City will not have access to independent expertise in debt financing.

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, PSC 44451-15/16 & Mod 1; PSC 44746-17/18 & Mod 1

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):

Circumstances where there is a demonstrable potential conflict of interest (e.g., independent appraisals, audits, inspections, third party reviews and evaluations).

B. Explain the qualifying circumstances:

City must have access to independent and highly specialized expertise in debt financing and other municipal financing.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Must have specialized skills in municipal financing advisory services with experience working on general obligation bonds, certificates of participation, lease revenue bonds, Mello-Roos special tax bonds, tax allocation bonds, revenue bonds, tax-exempt commercial paper, special tax and fiscal consulting, and other forms of debt financing. Must have successfully completed two California-based municipal financial advisory projects within the last five years, at least one of which was similar in size and scope to that proposed to the City.

- B. Which, if any, civil service class(es) normally perform(s) this work? 1824, Pr Administrative Analyst; 0933, Manager V;
- 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?

Independent expertise in debt financing, and other highly specialized municipal financing, is not available in the City.

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

- A. Explain why civil service classes are not applicable.
Existing Civil Service classifications do not possess the independence, specialized experience and expertise required. This type of specialized service is not performed on a daily basis. The classes lack the required specialized expertise and experience and market presence. Also, the classes lack the experience and expertise of market information regarding structure of the financing, the terms, timing of the sale, maturity schedule of the bond, call features, spread of interest coupons, terms of delivery, and similar technical matters which may assist the City in obtaining the lowest practical interest costs and the widest competition for the purchase of bonds. Lastly, the classes are not insured.
- 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. The work is highly specialized and independent in nature.

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. No training - Civil Service classifications are not insured
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
Yes. various Public Finance Firms with specialized skills

**7. Union Notification: On 07/31/2019, the Department notified the following employee organizations of this PSC/RFP request:
Management & Superv Local 21; Municipal Executive Association**

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

Name: Melissa Ng Phone: 415-554-5109 Email: melissa.ng@sfgov.org

Address: 1 Dr. Carlton B. Goodlett Place, Room 306 San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 49733 - 19/20

DHR Analysis/Recommendation:

action date: 10/07/2019

Commission Approval Required

Approved by Civil Service Commission

10/07/2019 DHR Approved for 10/07/2019

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: Harm Reduction Drop-in Center Services for People Who Use Drugs

Funding Source: General Fund

PSC Duration: 5 years 1 day

PSC Amount: \$72,000,000

1. Description of Work

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

These services will be provided by contractors responding to a new RFP to create Expanded Harm Drop-in Centers, which tests a new paradigm for the organized delivery and linkage of health care services for people who use drugs. Its purpose is to demonstrate how such a system will reduce overdose, reduce overdose disparities, reduce adverse health and social consequences, and promote recovery and wellness.

Critical elements include:

--Providing hospitality services in order to ensure that all services are rendered in a warm, welcoming environment that treats clients with compassion and respect and encourages future engagement;

--Providing linkage services in order to ensure the ability to integrate harm reduction with other forms of care provided at the Sites to ensure that the "whole person" needs of clients are met;

--Providing onsite rapid HIV and HCV testing by licensed medical staff, trained staff, or trained peers (DPH HIV HCV Test Counselor training) and follow-up testing at DPH Health Laboratory and follow-up linkage to treatment;

--Providing on-site drug checking on a regularly scheduled basis with the use of infrared spectrometer, or other equivalent technology, that identifies different compounds in a given sample;

--Providing distribution and disposal of harm reduction supplies and education;

--providing culturally responsive community outreach and engagement to the Priority Population to encourage people disproportionately impacted by substance use to use the program. This can include outreach to other providers, training, and/or street-based outreach.

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

San Francisco would be severely limited in addressing overdose deaths and people needing these services would likely be untreated and/or require significant increases in repetitive primary care and mental health treatment, experiencing worsening symptoms, requiring more expensive treatment, and escalating mortality rates.

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.

Similar services were previously provided under PSCs 4150-09/10, 4154-09/10, 4156/09/10, and 48652-16/17.

D. Will the contract(s) be renewed?

Yes, if funding is available.

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.

There will be an ongoing need for services. It is essential that services are provided at sites that are stable and program participants can find the services at known locations.

2. Reason(s) for the Request

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

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

B. Explain the qualifying circumstances:

Existing City services are at the maximum level of delivery for local government-based services. The remainder of the substance use disorder treatment services within the City's system of care must be based in and often is best performed by community based organizations with the experience, focus, and often the trust of and credibility in the community, who are able to operate the flexible, grassroots-oriented programs.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Providers must have the ability to staff and operate an expanded harm reduction site; Providers must develop a program that is effective and responsive to the needs of the clients served; Staffing may include peers, clinical staff, and other Behavioral Health Professionals as applicable and all provider staff must possess the correct educational certifications and practical experience. When applicable providers will operate the program at a provider owned or leased facility; providers wishing to operate at a City owned facility will need to be able to obtain and keep a permit to operate a site.

B. Which, if any, civil service class(es) normally perform(s) this work? 2110, Medical Records Clerk; 2305, Psychiatric Technician; 2320, Registered Nurse; 2328, Nurse Practitioner; 2552, Dir of Act, Therapy & Vol Svcs; 2574, Clinical Psychologist; 2585, Health Worker 1; 2586, Health Worker 2; 2587, Health Worker 3; 2588, Health Worker 4; 2589, Health Program Coordinator 1; 2591, Health Program Coordinator 2; 2593, Health Program Coordinator 3; 2822, Health Educator; 2908, Hospital Eligibility Worker; 2910, Social Worker; 2913, Program Specialist; 2915, Program Specialist Supervisor; 2920, Medical Social Worker; 2930, Psychiatric Social Worker; 2935, Sr Marriage, Fam & Cld Cnslr;

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes. Contractors that will provide the services at non City provided sites must have a owned or leased location.

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

The Department is responsible for continually monitoring the abilities of its system of care to deliver services and utilizes civil service staff as well as community based organizations to provide services. The Department does not have the capacity or resources to provide these services, so in order to provide services it must utilize contractors to meet as many of the clients' needs as possible.

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

A. Explain why civil service classes are not applicable.

Existing civil service classes are already overburdened with the current maximum level of delivery of local government-based services which can be provided by the City and County. The remainder of the substance use disorder treatment services within the City's system of care must be based in and often is best performed by community based organizations with the experience, focus, and often the trust of and credibility in the community, who are able to operate the flexible, grassroots-oriented programs.

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 provide them, so the City uses contractors to serve the maximum number of clients as possible.

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 11/09/2023, the Department notified the following employee organizations of this PSC/RFP request:

Prof & Tech Eng, Local 21; Professional & Tech Engrs, Local 21; SEIU 1021 Miscellaneous; SEIU Local 1021; SEIU, Local 1021 (Staff Nurse & Per Diem Nurse)

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

Name: Kelly Hiramoto Phone: 415-255-3492 Email: kelly.hiramoto@sfdph.org

Address: 1380 Howard Street San Francisco, CA 94103

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 41315 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 02/05/2024

Receipt of Union Notification(s)

Choi, Suzanne (HRD)

From: dhr-psccordinator@sfgov.org on behalf of kelly.hiramoto@sfdph.org
Sent: Thursday, November 9, 2023 2:15 PM
To: Hiramoto, Kelly (DPH); snaranjo@cirseiu.org; jennifer.esteen@seiu1021.org; emathurin@cirseiu.org; abush@cirseiu.org; kcartermartinez@cirseiu.org; ablood@cirseiu.org; oumar.fall@sieu1021.org; cade.crowell@seiu1021.org; max.porter@seiu1021.org; sarah.wilson@seiu1021.org; Sandeep.lal@seiu1021.me; leah.berlanga@seiu1021.org; matthew.torres@seiu1021.org; SF-DHR-Info@seiu1021.org; Najuawanda Daniels; Jason Klumb; Frigault, Noah (HRC); Meyers, Julie (HSA); Thomas Vitale; Ricardo.lopez@sfgov.org; Kbasconcillo@sflower.org; pcamarillo_seiu@sbcglobal.net; Wendy Frigillana; pscreview@seiu1021.org; ted.zarzecki@seiu1021.net; davidmkersten@gmail.com; XiuMin Li; Sin.Yee.Poon@sfgov.org; David Canham; jtanner940@aol.com; Laxamana, Junko (DBI); 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; Qin, Kevin (DPH); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

RECEIPT for Union Notification for PSC 41315 - 23/24 more than \$100k

The PUBLIC HEALTH -- DPH has submitted a request for a Personal Services Contract (PSC) 41315 - 23/24 for \$72,000,000 for Initial Request services for the period 01/01/2024 – 12/31/2028. Notification of 30 days (60 days for SEIU) is required.

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

<http://apps.sfgov.org/dhrDrupal/node/21366> 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)

RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Thomas Vitale <Thomas.Vitale@seiu1021.org>

Fri 11/3/2023 4:11 PM

To: Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>

Cc: Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>

Hi Reanna, Thank you for the additional information. SEIU 1021 withdraws its appeal for the above PSC.

Thomas Vitale

SEIU 1021 Representative

Contact# 510-703-4081

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From: Albert, Reanna (DPH) <reanna.albert@sfdph.org>**Sent:** Thursday, November 2, 2023 2:28 PM

To: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>

Cc: Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>

Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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Hi Thomas,

Thanks for the additional questions. Please see answers below.

1. In the first few months of Covid, many of our current clinics were modified to expand services (such as being requested in this PSC) and increase capacity, i.e. Tom Waddell, Curry Center, and many more. Does this not meet your urgency need?

These clinics do not have the physical space capacity to provide a drop-in lounge for 100-200 people a day. The main service being solicited in this RFP is a drop-in space, where people who use drugs can access to rest, and receive other health-supporting services.

2. What specifically do you mean by lower-barrier care, and can you provide the internal data you referred to that reflects that a large number of PWUD/PEH clients are not getting served?

By lower-barrier care we mean drop-in services, where a client does not need an appointment to access services. We also mean services that do not require lengthy eligibility paperwork, or insurance to access the sites. We have done internal reviews of overdose decedents that show only 48% of overdose decedents in calendar year 2022 had accessed any DPH services in the 3 years prior to their death, indicating that we need to expand our reach to ensure we are reaching those at the highest risk of overdose deaths. This data is internal, and should not be shared outside of this thread.

Thank you,
Reanna

From: Thomas Vitale <Thomas.Vitale@seiu1021.org>
Sent: Wednesday, November 1, 2023 4:37 PM
To: Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>
Cc: Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

My apologies, I meant to ask follow up questions regarding those questions.

1. In the first few months of Covid, many of our current clinics were modified to expand services (such as being requested in this PSC) and increase capacity, i.e. Tom Waddell, Curry Center, and many more. Does this not meet your urgency need?
2. What specifically do you mean by lower-barrier care, and can you provide the internal data you referred to that reflects that a large number of PWUD/PEH clients are not getting served?

Thomas Vitale
SEIU 1021 Representative
Contact# 510-703-4081

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From: Albert, Reanna (DPH) <reanna.albert@sfdph.org>
Sent: Tuesday, October 31, 2023 12:05 PM
To: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>
Cc: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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Hi Thomas,

Thank you for the additional questions. Please find attached the meeting notes which include answers to your questions below.

Let us know if you have any additional questions or concerns.

Thanks,
Reanna

From: Thomas Vitale <Thomas.Vitale@seiu1021.org>
Sent: Friday, October 27, 2023 8:30 AM
To: Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin,

Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>

Cc: Thomas Vitale <thomas.vitale@seiu1021.org>; Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>

Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi All, Two more questions.

1) Why couldn't any of our existing clinics or facilities be expanded to offer SAC services?

2) Is there any data that evidences that clients prefer SAC sights over DPH clinics or that they produce better outcomes?

Thomas Vitale
SEIU 1021 Representative
Contact# 510-703-4081

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From: Albert, Reanna (DPH) <reanna.albert@sfdph.org>

Sent: Wednesday, October 25, 2023 5:13 PM

To: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>

Cc: Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>

Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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Hello all,

Thank you for meeting today. Please review the attached meeting notes and let me know if you have any edits. If everyone is okay with the notes, I will forward the final version.

Thank you,
Reanna

From: Thomas Vitale <Thomas.Vitale@seiu1021.org>

Sent: Friday, October 20, 2023 12:24 PM

To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>

Cc: Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>; Thomas Vitale <thomas.vitale@seiu1021.org>

Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Kelly, Let's schedule and please send an invite for 2:00pm on 10/25. Thank you.

Thomas Vitale
SEIU 1021 Representative
510-703-4081

On Oct 20, 2023, at 12:05 PM, Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org> wrote:

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Hi Thomas,

Unfortunately, Rob's schedule is very tight.
Is there any chance you can make room on Wed, Oct 25 sometime between 1:00 - 3:00p?

Kelly

Kelly Hiramoto, LCSW
Acting PSC Coordinator
SF Department of Public Health Business Office
Special Projects Manager
SF Department of Public Health

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From: Thomas Vitale <Thomas.Vitale@seiu1021.org>
Sent: Friday, October 20, 2023 10:26 AM
To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>
Cc: Thomas Vitale <thomas.vitale@seiu1021.org>; Duncan, Joseph (DPH) <joseph.duncan@sfdph.org>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Kelly, After further discussion with my members I believe another meeting/discussion would provide greater value and expediency than posing additional written questions. Please offer dates of your availability.

Thomas Vitale

SEIU 1021 Representative

Contact# 510-703-4081

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From: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>
Sent: Monday, October 16, 2023 4:47 PM
To: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>
Cc: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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Thank you Thomas.

We are available if you have additional questions.

best regards,

Kelly

Kelly Hiramoto, LCSW

Acting PSC Coordinator

Business Office

SF Department of Public Health

Special Projects Manager

SF Department of Public Health

From: Thomas Vitale <Thomas.Vitale@seiu1021.org>
Sent: Monday, October 16, 2023 4:27:31 PM
To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>;

Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>
Cc: Thomas Vitale <thomas.vitale@seiu1021.org>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Kelly, I'm still reviewing with my colleagues and I will respond by the end of the week.

Thomas Vitale

SEIU 1021 Representative

510-703-4081

On Oct 16, 2023, at 2:05 PM, Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org> wrote:

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Hi Thomas,

Checking in to see if SEIU is satisfied with the information Emily provided or if you would like to schedule a follow up meeting.

Sincerely,

Kelly

Kelly Hiramoto, LCSW

Acting PSC Coordinator

SF Department of Public Health Business Office

Special Projects Manager

SF Department of Public Health

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From: Raganold, Emily (DPH) <emily.raganold@sfdph.org>
Sent: Tuesday, October 10, 2023 10:06 AM
To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Thomas Vitale <thomas.vitale@seiu1021.org>
Cc: Claude Joseph <Claude.Joseph@seiu1021.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>
Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Thomas,

My apologies for the delay, our Syringe Access Program Manager was OOO with COVID, but has returned and provided the information you requested at our meeting on 9/27.

Firstly, the Syringe Access Collaborative (SAC) is funded through the Department of Public Health to provide harm reduction services to people who use drugs in San Francisco. The SAC sites comprise of 4 agencies that provide services either at their fixed sites, or at pop-up style sites that operate on a weekly basis. The current sites are limited in their capacity to provide services, and clients are able to visit the sites to receive harm reduction supplies, linkages, and other services, but they do not provide a drop-in or lounge space for clients due to their limited size. The following list of services are not provided at all sites, and some are offered on a rotational basis based on program capacity (i.e. on-site HCV treatment may only be offered one day a week, during specific times).

SAC Average Number of Contacts per Month: 13,280

of SAC Sites: 12 locations (some are fixed, and some are weekly pop-ups)

SAC Services Available:

- syringe access & disposal
- overdose prevention
- linkage to SUD treatment
- linkage to HIV/HCV/STI testing
- onsite HCV treatment
- navigation to MAT

- medical care
- HCV treatment groups
- health education
- resources & referrals

Emily Raganold, MPH (She/Her)

Overdose Prevention Quality and Contracts Manager
Office of Overdose Prevention | Population Behavioral Health
Behavioral Health Services | San Francisco Department of Public Health
1380 Howard Street, 4th Floor
(714)251-0005

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From: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>
Sent: Wednesday, September 27, 2023 3:03 PM
To: Thomas Vitale <thomas.vitale@seiu1021.org>
Cc: Claude Joseph <Claude.Joseph@seiu1021.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>
Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Thomas,

Thank you for meeting. See notes attached for review.
Please let me know if you have edits/comments.
We will send you the service utilization data as soon as it is available.

Sincerely,

Kelly

Kelly Hiramoto, LCSW
Acting PSC Coordinator
SF Department of Public Health Business Office
Special Projects Manager
SF Department of Public Health

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From: Thomas Vitale <Thomas.Vitale@seiu1021.org>
Sent: Tuesday, September 12, 2023 4:19 PM
To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Cade Crowell <Cade.Crowell@seiu1021.org>; Max Porter <max.porter@seiu1021.org>; sarah.wilson@seiu1021.org <sarah.wilson@seiu1021.org>; Sandeep.lal@seiu1021.me <Sandeep.lal@seiu1021.me>; leah.berlanga@seiu1021.org <leah.berlanga@seiu1021.org>; DHR Info <SF-DHR-Info@seiu1021.org>; Najuwanda Daniels <najuawanda.daniels@seiu1021.org>; Boyan Biandov-Global Admin <boyan.biandov.global@seiu1021.onmicrosoft.com>; Frigault, Noah (HRC) <noah.frigault@sfgov.org>; kbasconciello@sfgwater.org <kbasconciello@sfgwater.org>; pcamarillo_seiu@sbcglobal.net <pcamarillo_seiu@sbcglobal.net>; Wendy Frigillana <wendy.frigillana@seiu1021.org>; PSCreview <PSCreview@seiu1021.org>; ted.zarzecki@seiu1021.net <ted.zarzecki@seiu1021.net>; davidmkersten@gmail.com <davidmkersten@gmail.com>; XiuMin Li <xiumin.li@seiu1021.org>; David Canham <david.canham@seiu1021.org>; jtanner940@aol.com <jtanner940@aol.com>; Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.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>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>
Cc: Oumar Fall <oumar.fall@seiu1021.org>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Received.

From: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>
Sent: Tuesday, September 12, 2023 4:17 PM
To: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Cade Crowell <Cade.Crowell@seiu1021.org>; Max Porter <max.porter@seiu1021.org>; Sarah Wilson <Sarah.Wilson@seiu1021.org>; Sandeep.lal@seiu1021.me; leah.berlanga@seiu1021.org; DHR Info <SF-DHR-Info@seiu1021.org>; Najuwanda Daniels <Najuawanda.Daniels@seiu1021.org>; Boyan Biandov-Global Admin <boyan.biandov.global@seiu1021.onmicrosoft.com>; Frigault, Noah (HRC) <noah.frigault@sfgov.org>; kbasconciello@sfgwater.org; pcamarillo_seiu@sbcglobal.net; Wendy Frigillana <wendy.frigillana@seiu1021.org>; PSCreview <PSCreview@seiu1021.org>; ted.zarzecki@seiu1021.net; davidmkersten@gmail.com; XiuMin Li <XiuMin.Li@seiu1021.org>; David Canham <david.canham@seiu1021.org>; jtanner940@aol.com; Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.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; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>
Cc: Oumar Fall <Oumar.Fall@SEIU1021.ORG>; Claude Joseph

<Claude.Joseph@seiu1021.org>

Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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Hi Thomas,

Invite sent. Please let me know if it doesn't come through.

Kelly

Kelly Hiramoto, LCSW
Acting PSC Coordinator
SF Department of Public Health Business Office
Special Projects Manager
SF Department of Public Health

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From: Thomas Vitale <Thomas.Vitale@seiu1021.org>

Sent: Tuesday, September 12, 2023 4:08 PM

To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Cade Crowell <Cade.Crowell@seiu1021.org>; Max Porter <max.porter@seiu1021.org>; sarah.wilson@seiu1021.org <sarah.wilson@seiu1021.org>; Sandeep.lal@seiu1021.me <Sandeep.lal@seiu1021.me>; leah.berlanga@seiu1021.org <leah.berlanga@seiu1021.org>; DHR Info <SF-DHR-Info@seiu1021.org>; Najuwanda Daniels <najuawanda.daniels@seiu1021.org>; Boyan Biandov-Global Admin <boyan.biandov.global@seiu1021.onmicrosoft.com>; Frigault, Noah (HRC) <noah.frigault@sfgov.org>; kbasconcillo@sfgwater.org <kbasconcillo@sfgwater.org>; pcamarillo_seiu@sbcglobal.net <pcamarillo_seiu@sbcglobal.net>; Wendy Frigillana <wendy.frigillana@seiu1021.org>; PSCreview <PSCreview@seiu1021.org>; ted.zarzecki@seiu1021.net <ted.zarzecki@seiu1021.net>; davidmkersten@gmail.com <davidmkersten@gmail.com>; XiuMin Li <xiumin.li@seiu1021.org>; David Canham <david.canham@seiu1021.org>; jtanner940@aol.com <jtanner940@aol.com>; Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.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>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>
Cc: Oumar Fall <oumar.fall@seiu1021.org>; Claude Joseph <Claude.Joseph@seiu1021.org>; Thomas Vitale <thomas.vitale@seiu1021.org>
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Kelly, With regard to the above PSC, SEIU 1021 is available Wednesday 27th, at 2:00p. Please provide a calendar invitation, thank you.

Thomas Vitale
SEIU 1021 Representative
Contact# 510-703-4081

Sign up to become a Union Member! Together We Rise Up!

<http://bit.ly/SFMembershipForm>

<https://www.seiu1021.org/post/seiu-1021-covid-19-response-updates>

seiu1021.org

From: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>
Sent: Monday, September 11, 2023 1:17 PM
To: Thomas Vitale <Thomas.Vitale@seiu1021.org>; Cade Crowell <Cade.Crowell@seiu1021.org>; Max Porter <max.porter@seiu1021.org>; Sarah Wilson <Sarah.Wilson@seiu1021.org>; Sandeep.lal@seiu1021.me; leah.berlanga@seiu1021.org; DHR Info <SF-DHR-Info@seiu1021.org>; Najuwanda Daniels <Najuawanda.Daniels@seiu1021.org>; Boyan Biandov-Global Admin <boyan.biandov.global@seiu1021.onmicrosoft.com>; Frigault, Noah (HRC) <noah.frigault@sfgov.org>; kbasconcillo@sfgwater.org; pcamarillo@sbcbglobal.net; Wendy Frigillana <wendy.frigillana@seiu1021.org>; PSCreview <PSCreview@seiu1021.org>; ted.zarzecki@seiu1021.net; davidmkersten@gmail.com; XiuMin Li <XiuMin.Li@seiu1021.org>; David Canham <david.canham@seiu1021.org>; jtanner940@aol.com; Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.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; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>; Raganold, Emily (DPH) <emily.raganold@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>
Cc: Oumar Fall <Oumar.Fall@SEIU1021.ORG>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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Hi Thomas,

Following up meeting date availability via this email chain for clarity. Emily had responded on a separate thread that referenced other PSCs.

Attaching PSC 41315-23/24 again for quick reference.

These services are being solicited due to the high level of need for locations to support harm reduction and prevention for people who use drugs. Many individuals have issues seeking support at City sites but have trusted partners in community based organizations. DPH strives to provide welcoming, safe access points for all people in need, both at civil service clinics and throughout the community, in order to maximize opportunities to engage individuals into care.

Additionally, the goal is to stand up Drop-in Centers quickly. For the City to procure the number of sites to meet the need would work against the urgency to bring services to people who use drugs and the need to provide treatment on demand.

DPH staff can be available:

Thursday, 9/21 - 2p or 4p
 Monday, 9/25 - noon
 Tuesday, 9/26 - 2p or 3p
 Wednesday, 9/27 - 9a, 2p, or 4p
 Thursday, 9/28 - noon, or 2p

If none of these days/times work for SEIU, please send your availability and we will try and accommodate. Thank you.

best regards,

Kelly

Kelly Hiramoto, LCSW
 Acting PSC Coordinator
 SF Department of Public Health Business Office
 Special Projects Manager
 SF Department of Public Health

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From: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>
Sent: Tuesday, September 5, 2023 3:30 PM
To: Thomas Vitale <thomas.vitale@seiu1021.org>; Cade Crowell <Cade.Crowell@seiu1021.org>; Max Porter <max.porter@seiu1021.org>; sarah.wilson@seiu1021.org <sarah.wilson@seiu1021.org>; Sandeep.lal@seiu1021.me <Sandeep.lal@seiu1021.me>; leah.berlanga@seiu1021.org <leah.berlanga@seiu1021.org>; DHR Info <SF-DHR-Info@seiu1021.org>; Najuwanda Daniels <najuawanda.daniels@seiu1021.org>; Boyan Biandov-Global Admin <boyan.biandov.global@seiu1021.onmicrosoft.com>; Frigault, Noah (HRC) <noah.frigault@sfgov.org>; Julie Meyers <julie.meyers@sfgov.org>; Ricardo.lopez@sfgov.org <Ricardo.lopez@sfgov.org>; kbasconcillo@sfgov.org <kbasconcillo@sfgov.org>; pcamarillo_seiu@sbcglobal.net <pcamarillo_seiu@sbcglobal.net>; Wendy Frigillana <wendy.frigillana@seiu1021.org>; PSCreview <PSCreview@seiu1021.org>; ted.zarzecki@seiu1021.net <ted.zarzecki@seiu1021.net>; davidmkersten@gmail.com <davidmkersten@gmail.com>; XiuMin Li <xiumin.li@seiu1021.org>; Sin.Yee.Poon@sfgov.org <Sin.Yee.Poon@sfgov.org>; David Canham <david.canham@seiu1021.org>; jtanner940@aol.com <jtanner940@aol.com>; Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.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>

<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>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; DHR-
 PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>
Cc: Oumar Fall <oumar.fall@seiu1021.org>; Claude Joseph
 <Claude.Joseph@seiu1021.org>
Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Thomas,

Thank you for letting us know. I will check with DPH staff for their availability and get back to you as soon as I can.

Kelly

Kelly Hiramoto, LCSW
 Acting PSC Coordinator
 SF Department of Public Health Business Office
 Special Projects Manager
 SF Department of Public Health

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From: Thomas Vitale <Thomas.Vitale@seiu1021.org>
Sent: Tuesday, September 5, 2023 3:22 PM
To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Cade Crowell
 <Cade.Crowell@seiu1021.org>; Max Porter <max.porter@seiu1021.org>;
sarah.wilson@seiu1021.org <sarah.wilson@seiu1021.org>; Sandeep.lal@seiu1021.me
 <Sandeep.lal@seiu1021.me>; leah.berlanga@seiu1021.org
 <leah.berlanga@seiu1021.org>; DHR Info <SF-DHR-Info@seiu1021.org>; Najuwanda
 Daniels <najuwanda.daniels@seiu1021.org>; Boyan Biandov-Global Admin
 <boyan.biandov.global@seiu1021.onmicrosoft.com>; Frigault, Noah (HRC)
 <noah.frigault@sfgov.org>; Julie Meyers <julie.meyers@sfgov.org>;
Ricardo.lopez@sfgov.org <Ricardo.lopez@sfgov.org>; kbasconciello@sfgwater.org
 <kbasconciello@sfgwater.org>; pcamarillo_seiu@sbcglobal.net
 <pcamarillo_seiu@sbcglobal.net>; Wendy Frigillana <wendy.frigillana@seiu1021.org>;
 PSCreview <PSCreview@seiu1021.org>; ted.zarzecki@seiu1021.net
 <ted.zarzecki@seiu1021.net>; davidmkersten@gmail.com
 <davidmkersten@gmail.com>; XiuMin Li <xiumin.li@seiu1021.org>;
Sin.Yee.Poon@sfgov.org <Sin.Yee.Poon@sfgov.org>; David Canham
 <david.canham@seiu1021.org>; jtanner940@aol.com <jtanner940@aol.com>;
 Laxamana, Junko (DBI) <Junko.Laxamana@sfgov.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>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>
Cc: Thomas Vitale <thomas.vitale@seiu1021.org>; Oumar Fall <oumar.fall@seiu1021.org>; Claude Joseph <Claude.Joseph@seiu1021.org>
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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Kelly, SEIU 1021 is requesting to meet and confer regarding the above PSC as we believe this contract will contract out work that is performed by classifications we represent. Please offer dates of your availability or let us know whether you prefer we send you dates.

Thomas Vitale
 SEIU 1021 Representative
 Contact# 510-703-4081

Sign up to become a Union Member! Together We Rise Up!

<http://bit.ly/SFMembershipForm>

<https://www.seiu1021.org/post/seiu-1021-covid-19-response-updates>

seiu1021.org

-----Original Message-----

From: dhr-psccordinator@sfgov.org <dhr-psccordinator@sfgov.org> On Behalf Of kelly.hiramoto@sfdph.org

Sent: Friday, September 1, 2023 5:16 PM

To: kelly.hiramoto@sfdph.org; Cade Crowell <Cade.Crowell@seiu1021.org>; Max Porter <max.porter@seiu1021.org>; Sarah Wilson <Sarah.Wilson@seiu1021.org>; Sandeep.lal@seiu1021.me; leah.berlanga@seiu1021.org; DHR Info <SF-DHR-Info@seiu1021.org>; Najuawanda Daniels <Najuawanda.Daniels@seiu1021.org>; Boyan Biandov-Global Admin <boyan.biandov.global@seiu1021.onmicrosoft.com>; noah.frigault@sfgov.org; Julie Meyers <julie.meyers@sfgov.org>; Thomas Vitale <Thomas.Vitale@seiu1021.org>; Ricardo.lopez@sfgov.org; kbasconcillo@sfgwater.org; pcamarillo_seiu@sbcglobal.net; Wendy Frigillana <wendy.frigillana@seiu1021.org>; PSCreview <PSCreview@seiu1021.org>; ted.zarzecki@seiu1021.net; davidmkersten@gmail.com; XiuMin Li <XiuMin.Li@seiu1021.org>; Sin.Yee.Poon@sfgov.org; David Canham <david.canham@seiu1021.org>; jtanner940@aol.com; junko.laxamana@sfgov.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; kevin.qin@sfdph.org; dhr-psccordinator@sfgov.org
 Subject: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

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RECEIPT for Union Notification for PSC 41315 - 23/24 more than \$100k

The PUBLIC HEALTH -- DPH has submitted a request for a Personal Services Contract (PSC) 41315 - 23/24 for \$72,000,000 for Initial Request services for the period 01/01/2024 - 12/31/2028. Notification of 30 days (60 days for SEIU) is required.

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

<http://apps.sfgov.org/dhrdrupal/node/21366> 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

From: Raganold, Emily (DPH) <emily.raganold@sfdph.org>
Sent: Tuesday, October 10, 2023 10:06 AM
To: Hiramoto, Kelly (DPH) <kelly.hiramoto@sfdph.org>; Thomas Vitale <thomas.vitale@seiu1021.org>
Cc: Claude Joseph <Claude.Joseph@seiu1021.org>; Longhitano, Robert (DPH) <robert.longhitano@sfdph.org>; Albert, Reanna (DPH) <reanna.albert@sfdph.org>; Qin, Kevin (DPH) <kevin.qin@sfdph.org>
Subject: Re: Receipt of Notice for new PCS over \$100K PSC # 41315 - 23/24

Hi Thomas,

My apologies for the delay, our Syringe Access Program Manager was OOO with COVID, but has returned and provided the information you requested at our meeting on 9/27.

Firstly, the Syringe Access Collaborative (SAC) is funded through the Department of Public Health to provide harm reduction services to people who use drugs in San Francisco. The SAC sites comprise of 4 agencies that provide services either at their fixed sites, or at pop-up style sites that operate on a weekly basis. The current sites are limited in their capacity to provide services, and clients are able to visit the sites to receive harm reduction supplies, linkages, and other services, but they do not provide a drop-in or lounge space for clients due to their limited size. The following list of services are not provided at all sites, and some are offered on a rotational basis based on program capacity (i.e. on-site HCV treatment may only be offered one day a week, during specific times).

SAC Average Number of Contacts per Month: 13,280

of SAC Sites: 12 locations (some are fixed, and some are weekly pop-ups)

SAC Services Available:

- syringe access & disposal
- overdose prevention
- linkage to SUD treatment
- linkage to HIV/HCV/STI testing
- onsite HCV treatment
- navigation to MAT
- medical care
- HCV treatment groups
- health education
- resources & referrals

Emily Raganold, MPH (She/Her)

Overdose Prevention Quality and Contracts Manager
Office of Overdose Prevention | Population Behavioral Health
Behavioral Health Services | San Francisco Department of Public Health
1380 Howard Street, 4th Floor
(714)251-0005

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SEIU/ DPH Meeting

PSC 41315-23/24

Harm Reduction Drop-in Center Services for People Who Use Drugs

September 27, 2023, 2:00pm – 2:18pm

NAME: Thomas Vitale	
POSITION TITLE: SEIU 1021 Representative	
ORGANIZATION: SEIU 1021	PHONE NO.: 510-703-4081
	EMAIL: thomas.vitale@seiu1021.org
NAME: Emily Raganold	
POSITION TITLE: Overdose Prevention Coordinator	PHONE NO.:
ORGANIZATION: DPH BHS, Office of Overdose Prevention, Population Behavioral Health	EMAIL: emily.raganold@sfdph.org
NAME: Robert Longhitano	
POSITION TITLE: Director, Office of Contract Management & Compliance,	PHONE NO.:
ORGANIZATION: DPH Business Office	EMAIL: robert.longhitano@sfdph.org

NAME: Kelly Hiramoto	
POSITION TITLE: Acting PSC Coordinator	PHONE NO.:
ORGANIZATION: DPH Business Office	EMAIL. kelly.hiramoto@sfdph.org

NAME: Reanna Albert	
POSITION TITLE: Training PSC Coordinator	PHONE NO.:
ORGANIZATION: DPH Business Office	EMAIL. reanna.albert@sfdph.org

NAME: Kevin Qin	
POSITION TITLE: Contract Analyst	PHONE NO.:
ORGANIZATION: DPH Business Office, Pre-Award Unit	EMAIL. kevin.qin@sfdph.org

NOTES:

Q: Are there contractors in mind or contractors you believe will bid on this?

A: There are contractors that have historically provided services to People Who Use Drugs (PWUD) and any are invited to bid

Q: Are there any of these that meet the requirements that you believe will apply?

A: Yes

Q: The clinic current state is described as having an overcapacity and currently unable to handle the needs by the community. Why can't the additional needs be absorbed?

A: There is such an urgency due to the overdose crisis and need to reach People Experiencing Homelessness (PEH), many who have history of not trusting City clinics and City providers. Community providers have developed trust with this population. There is often historical mistrust of governmental agencies among this group.

Q: This implies a large fraction of the population is in this category. Is there any evidence?

A: There is anecdotal evidence and some internal data that reflects a large number of PWUD/PEH that are not getting served and there is a goal to be able to reach this population by getting served by community harm reduction providers.

Q: Have you done surveys with the community to come up with this hypothesis? If so, please share.

A: No formal surveys available to share.

Q: Many of these services are being provided, is their data with regards to the current services being provided?

A: Yes, Business office would be able to provide service utilization for similar services because there is currently not a model of care providing the services as being requested by the new solicitation.

Q: how was the \$72M PSC amount determined

A: \$4M per site x 3 sites x 5 years

SEIU primary questions addressed. Thomas Vitale will review the service utilization data and then provide SEIU response.

As noted by:

Kelly Hiramoto
Acting PSC Coordinator

1. Summary

Meeting ID: PSC 41315-23/24

Attended by 6

Start time 9/27/23, 1:48:38 PM

End time 9/27/23, 2:18:00 PM

Meeting duration 29m 21s

Average at 19m 2s

2. Participants

Name	First Join	Last Leave	In-Meeting	Email	Participant Role
Hiramoto, Kelly	9/27/23, 1:48:38 PM	9/27/23, 2:22:00 PM	22m 20s	kelly.hiran@pssc.com	Organizer
Longhitano, Robert	9/27/23, 1:50:00 PM	9/27/23, 2:20:50 PM	20m 50s	robert.longhitano@pssc.com	Presenter
Qin, Kevin	9/27/23, 1:50:00 PM	9/27/23, 2:19:00 PM	19m	kevin.qin@pssc.com	Presenter
Raganold, Emily	9/27/23, 1:50:00 PM	9/27/23, 2:17:30 PM	17m 30s	emily.raganold@pssc.com	Presenter
Albert, Reanna	9/27/23, 1:50:00 PM	9/27/23, 2:17:26 PM	17m 26s	reanna.albert@pssc.com	Presenter
Thomas, Victoria	9/27/23, 1:50:00 PM	9/27/23, 2:17:07 PM	17m 7s	thomas.vit@pssc.com	Presenter

3. In-Meeting Activities

Name	Join Time	Leave Time	Duration	Email	Role
Hiramoto, Kelly	9/27/23, 1:48:38 PM	9/27/23, 2:22:00 PM	22m 20s	kelly.hiran@pssc.com	Organizer
Longhitano, Robert	9/27/23, 1:50:00 PM	9/27/23, 2:20:50 PM	20m 50s	robert.longhitano@pssc.com	Presenter
Qin, Kevin	9/27/23, 1:50:00 PM	9/27/23, 2:19:00 PM	19m	kevin.qin@pssc.com	Presenter
Raganold, Emily	9/27/23, 1:50:00 PM	9/27/23, 2:17:30 PM	17m 30s	emily.raganold@pssc.com	Presenter
Albert, Reanna	9/27/23, 1:50:00 PM	9/27/23, 2:17:26 PM	17m 26s	reanna.albert@pssc.com	Presenter
Thomas, Victoria	9/27/23, 1:50:00 PM	9/27/23, 2:17:07 PM	17m 7s	thomas.vit@pssc.com	Presenter

SEIU/ DPH Meeting

PSC 41315-23/24

Harm Reduction Drop-in Center Services for People Who Use Drugs

October 25, 2023, 2:00pm – 2:15pm

NAME: Thomas Vitale	
POSITION TITLE: SEIU 1021 Representative	
ORGANIZATION: SEIU 1021	PHONE NO.: 510-703-4081
	EMAIL: thomas.vitale@seiu1021.org
NAME: Joseph Duncan	
POSITION TITLE: RN, SEIU Local 1021 – Staff and Per Diem Nurses	PHONE NO.:
ORGANIZATION: SEIU 1021	EMAIL: joseph.duncan@sfdph.org
NAME: Emily Raganold	
POSITION TITLE: Overdose Prevention Coordinator	PHONE NO.:
ORGANIZATION: DPH BHS, Office of Overdose Prevention, Population Behavioral Health	EMAIL: emily.raganold@sfdph.org
NAME: Robert Longhitano	
POSITION TITLE: Director, Office of Contract Management & Compliance	PHONE NO.:
ORGANIZATION: DPH Business Office	EMAIL: robert.longhitano@sfdph.org
NAME: Kelly Hiramoto	
POSITION TITLE: Acting PSC Coordinator	PHONE NO.:
ORGANIZATION: DPH Business Office	EMAIL: kelly.hiramoto@sfdph.org
NAME: Reanna Albert	
POSITION TITLE: Training PSC Coordinator	PHONE NO.:
ORGANIZATION: DPH Business Office	EMAIL: reanna.albert@sfdph.org
NAME: Kevin Qin	
POSITION TITLE: Contract Analyst	PHONE NO.:
ORGANIZATION: DPH Business Office, Pre-Award Unit	EMAIL: kevin.qin@sfdph.org

NOTES:

Q: Regarding the duration of the contract, why 5 years?

A: The default is usually 10 years. We want to review and reconfigure the strategy if needed within 5 years.

Q: What is the strategy based off? Is there a model we're following?

A: The model is one where there is a drop-in space available, where anyone can come in off the street and access services at anytime.

Q: Are the linkage services just to a DPH site?

A: Yes, and to nonprofit city partners or other social services sites.

Q: Essential functions are currently being performed by current members, what data do you have and why the need for so many additional sites and pop-ups?

A: There are no pop-ups for this program. For the RFP, there are 3 new brick and mortar locations. Due to the increased number of overdose deaths in the community, there is a need to get people off the street in as many settings as quickly as possible.

Q: Is this an overflow? How much of an increase has occurred? What length of time?

A: We're looking at number of overdose fatalities. We're looking at data since 2018 when fentanyl arrived in SF from the Office of Medical Examiner. Links provided:

<https://sf.gov/resource/2023/drug-overdose-and-treatment-data-and-reports#:~:text=In%202022%2C%20the%20San%20Francisco,response%20and%20measure%20our%20progress.>

<https://sf.gov/resource/2020/ocme-accidental-overdose-reports>

Q: Where are the 3 sites located?

A: To be determined. They will be located in high priority neighborhoods – Tenderloin and SOMA primarily.

Q: Are these going to be 24/7 clinics? 9-5? To be determined?

A: To be determined based on proposals we receive. At minimum, sites will operate 40 hours per week with possible evening hours.

Q: Who are the contractors?

A: We don't know. We are doing a competitive solicitation.

Q: How did we come up with dollar amount?

A: It is based on an estimate that we have budgeted. It is a new initiative. In the PSC, we add in a buffer with our standard contingency if there's growth or if we want to add an additional site. Growth is built into the model.

Q: What metrics are we using? If fentanyl deaths go down?

A: Metrics include number of deaths, racial disparities, and other substance use treatment. We will look at how many people enter a form of substance use treatment, or if they get successfully linked to an outside entity.

Q: Is there anything we're going to do differently? We want to lower barriers and have people feel welcome to come in, but the way it was portrayed led to a poor image on DPH (e.g. Tenderloin Center). [I stated this as: There was backlash from the prior Tenderloin efforts by HR360. What is being done differently.]

A: This will be drastically different. We will have neighborhood sites instead. The goal is to spread this out and have a neighborhood based approach that can reach a smaller volume of people with more onsite services, particularly medical care and treatment.

Q: Will people be allowed to use onsite?

A: No. Just prevention and treatment services will be available.

Q: Why couldn't any of our existing clinics or facilities be expanded to offer SAC services?

A: Due to the urgent need to rapidly implement these sites to combat the rising number of unintentional drug overdose deaths in San Francisco, DPH aims to solicit and implement these services as quickly as possible. Existing clinics are not able to expand services because they are already serving the maximum number of clients. Implementing these programs sites at new civil services sites would cause a much longer implementation period, working against the urgency to bring services to people who use drugs as quickly as possible.

Q: Is there any data that evidences that clients prefer SAC sights over DPH clinics or that they produce better outcomes?

A: DPH already serves an important function in providing services to people who use drugs, but syringe access sites are able to provide lower-barrier care to people who use drugs that may not be ready to access a DPH civil services program or site. Further, syringe access sites have been providing services to people who use drugs for over 30 years in San Francisco, and have built trusting relationships with people who use drugs. DPH's aim is to offer as many points of entry for people who use drugs to access care. There is anecdotal evidence and some internal data that reflects a large number of PWUD/PEH that are not getting served and there is a goal to be able to reach this population by getting served by community harm reduction providers.

As noted by:

Reanna Albert
Training PSC Coordinator

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC HEALTH

Dept. Code: DPH

Type of Request: Initial Modification of an existing PSC (PSC # 48652 - 16/17)

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

Type of Service: Substance Use Disorder (SUD) Treatment Services

Funding Source: State Drug MediCal, General Fund

PSC Original Approved Amount: \$192,080,000 PSC Original Approved Duration: 07/01/17 - 06/30/22 (5 years)

PSC Mod#1 Amount: \$175,800,000 PSC Mod#1 Duration: 07/01/22-06/30/27 (5 years 1 day)

PSC Cumulative Amount Proposed: \$367,880,000 PSC Cumulative Duration Proposed: 10 years 1 day

1. Description of Work

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

These services will be provided by contractors responding to a new RFP to create a Drug Medi-Cal Organized Delivery System (DMC-ODS) pilot, which tests a new paradigm for the organized delivery of health care services for Medicaid eligible individuals with a substance use disorder. Its purpose is to demonstrate how such a system will increase the success of DMC beneficiaries while decreasing other system health care costs. Critical elements include:

--Providing a continuum of care modeled after the American Society of Addiction Medicine (ASAM) Criteria for Substance Use Disorder (SUD) treatment services, which describes specific service levels within Opioid Treatment, Intensive Outpatient, and Residential SUD services;

--Increasing local control and accountability, creating utilization controls, and increasing program oversight and integrity;

--Requiring evidence-based practices and increasing coordination with other systems of care, including primary care and mental health;

--Expanding the SUD treatment workforce by including Licensed Practitioners of Healing Arts; and

--Providing more intensive services for the criminal justice population.

Services will:

--Prioritize services to specific populations, including persons who are Black/African American, homeless, incarcerated or involved with the criminal/juvenile justice systems/Drug Court, adolescents aged 10-18 years old, Transitional Aged Youth (TAY) aged 18-24 years old, Lesbian/Gay/Bisexual/Transgender/Queer/Questioning/Intersex/Ally/Two-Spirit, Pregnant/Parenting women with children, and/or whose primary substance is alcohol.

--Prioritize services in specific geographic areas, including Hayes Valley/Tenderloin/North of Market, South of Market, Bernal Heights/Inner Mission/94110, Bayview Hunter's Point/94124, and Southeast/Visitacion Valley/Sunnydale/94134

--Include patient engagement and peer support, medication assisted treatment, withdrawal management, case management, and recovery services and supports, with appropriate integration of adolescent-specific considerations, pregnant women and women with dependent children residential treatment requirements, evidence-based practices, DMC-ODS compliant policies and regulations, electronic health records and data systems, evaluation and quality improvement, workforce development and staffing, ancillary treatment and

outreach services.

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

The State funding that San Francisco receives for Substance Use Disorder treatment is now the result of California's Medi-Cal waiver, which received Federal approval August 2015 and was rolled out to counties in steps throughout 2016. This waiver allows counties to support a much wider range of options to people with low incomes who are on Medi-Cal. Without this funding, San Francisco's funding for SUD treatment would be severely limited and people needing these services would likely be untreated and/or require significant increases in repetitive primary care and mental health treatment, experiencing worsening symptoms, requiring more expensive treatment, and escalating mortality rates.

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 48652 - 16/17

D. Will the contract(s) be renewed?

Yes, as funding is available.

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 Department expects the need for the services to continue.

2. Reason(s) for the Request

A. Display all that apply

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

Explain the qualifying circumstances:

The City does not have the facilities (including buildings for residential services) or capacity to provide these services, which provide an integral part of the City's system of care for people with substance abuse disorder diagnoses.

B. Reason for the request for modification:

To extend the PSC duration with a corresponding increase in amount to enable the continuation of services.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Contractors must provide services responsive to the requirements and goals of the new DMC-ODS pilot founded on values of a trauma-informed system of care, the practice of cultural humility and of whole person care, utilizing multi-dimensional assessments as specified by the American Society of Addiction Medicine (ASAM) criteria and an evidence-based, clinically/outcomes-driven treatment model that is person-centered, based on the person's illness and level of functioning, operating within the broad and flexible continuum of care, providing individualized treatment that can be stepped up or down to different care levels, and implemented with an interdisciplinary team approach in collaboration with the person's medical home, behavioral health clinics, and other services providers. All providers must also meet State and City requirements for Drug Medi-Cal certification, harm reduction, cultural and linguistic competency, Americans with Disabilities Act and other access requirements, as well as have the ability to serve priority service populations and geographic service areas.

B. Which, if any, civil service class(es) normally perform(s) this work? 2110, Medical Records Clerk; 2305, Psychiatric Technician; 2320, Registered Nurse; 2328, Nurse Practitioner; 2552, Dir of Act, Therapy & Vol Svcs; 2574, Clinical Psychologist; 2585, Health Worker 1; 2586, Health Worker 2; 2587, Health Worker 3; 2588, Health Worker 4; 2589, Health Program Coordinator 1; 2591, Health Program Coordinator 2; 2593, Health Program Coordinator 3; 2822, Health Educator; 2908, Hospital Eligibility Worker; 2910, Social

Worker; 2913, Program Specialist; 2915, Program Specialist Supervisor; 2920, Medical Social Worker; 2930, Psychiatric Social Worker; 2935, Sr Marriage, Fam & Cld Cnslr;

- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes, contractors will provide their own treatment and office space, including buildings for residential treatment, as licensed/required by the State.

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

Not Applicable

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

- A. Explain why civil service classes are not applicable.
Existing civil service classes are already overburdened with the current maximum level of delivery of local government-based services which can be provided by the City and County. The remainder of the substance use disorder treatment services within the City's system of care must be based in and often is best performed by community based organizations with the experience, focus, and often the trust of and credibility in the community, who are able to operate the flexible, grassroots-oriented programs.
- 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 facilities to provide them, so the City uses contractors to meet as many of the clients' needs as possible.

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.
The purpose of the services is 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.
Please see attached list of current contractors.

7. Union Notification: On 09/13/19, the Department notified the following employee organizations of this PSC/RFP request:

SEIU Local 1021; SEIU 1021 Miscellaneous; Professional & Tech Engrs, SFAPP; Professional & Tech Engrs, Local 21; Prof & Tech Eng, Local 21; Management & Superv Local 21; 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: Jacquie Hale Phone: (415) 554-2609 Email: jacquie.hale@sfdph.org

Address: 101 Grove Street, Room 307, San Francisco, CA 94103

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 48652 - 16/17

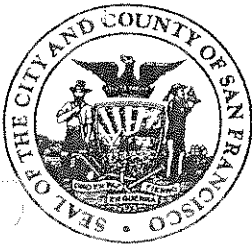
DHR Analysis/Recommendation:

12/16/2019

Commission Approval Required

Approved by Civil Service Commission with conditions

12/16/2019 DHR Approved for 12/16/2019



4156-09/10

CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

E. DENNIS NORMANDY
PRESIDENT

June 24, 2010

DONALD A. CASPER
VICE PRESIDENT

NOTICE OF CIVIL SERVICE COMMISSION ACTION

MORGAN R. GORRONO
COMMISSIONER

**SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED
PERSONAL SERVICES CONTRACT NUMBER 4148-09/10
THROUGH 4162-09/10.**

MARY Y. JUNG
COMMISSIONER

At its meeting of June 21, 2010 the Civil Service Commission had for its consideration the above matter.

PLEASE NOTE: *It is important that a copy of this action be kept in the department files as you will need it in the future as proof of Civil Service Commission approval. Please share it with everyone responsible for follow-up.*

ANITA SANCHEZ
EXECUTIVE OFFICER

It was the decision of the Commission to:

- (1) Adopt the report; Approve request for approval of PSC #s 4150-09/10 through 4153-09/10; 4156-09/10; 4160-09/10; and 4161-09/10 on the condition that the Department of Public Health make every reasonable effort to create requisitions for those 2819 Assistant Health Educators laid off in 2009 and other Local 21 represented positions that are subject to reduction or layoff; and that the Department of Public Health report every six (6) months to the Civil Service Commission on its progress in meeting this condition. Notify the Office of the Controller and the Office of Contract Administration.
- (2) Adopt the report; Approve request for approval of PSC #4155-09/10 on the condition that 1) the Department of Public Health will meet with IFPTE Local 21 to discuss and evaluate whether and to what extent work to be performed in this PSC is work which could be performed by Real Property Managers; 2) If at the conclusion of these discussions, it turns out that work in this PSC is not work which could be performed by Real Property Managers, then the matter is closed; 3) If at the conclusion of these discussions, it turns out that work in this PSC is work which could be performed by Real Property Managers, then the Department of Public Health and Local 21 will endeavor to utilize CCSF Real Property Managers to perform this work, and make appropriate modifications to the contract(s) in the PSC accordingly. Notify the Office of the Controller and the Office of Contract Administration.
- (3) Adopt the report; Approve request for approval of PSC #4158-09/10 for a duration of two years, to June 30, 2012. Notify the Office of the Controller and the Office of Contract Administration.
- (4) Adopt the report; Approve request for approval of all remaining contracts. Notify the Office of the Controller and the Office of Contract Administration.

CSC Notice of Action
June 24, 2010
Page 2

If this matter is subject to Code of Civil Procedure (CCP) Section 1094.5, the time within which judicial review must be sought is set forth in CCP Section 1094.6.

CIVIL SERVICE COMMISSION



ANITA SANCHEZ
Executive Officer

Attachment

c: Micki Callahan, Human Resources Director
Jacquie Hale, Department of Public Health
Naomi Kelly, Office of Contract Administration
Ben Rosenfield, Controller
Commission File
Chron

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4147-09/10	25	Mayor	Regular	\$400,000	Contractor will customize their proprietary software known as the Total Grants Solution (TGS) to add housing development process and data tracking functionality. The TGS system is a technology solution that meets the City's strategy of collecting and managing data for the Federal Department of Housing and Urban Development (HUD) grant programs including the Community Development Block (CDBG), and Emergency Shelter Grants (ESG). The solution is the primary tool MOH uses to ensure programmatic and fiscal compliance and accountability while providing a direct and immediate link between the City and its grantees that allows for the tracking of programmatic outcomes and clients served as well as the ability of the grantee to invoice the City for contractual services rendered. Finally, the system incorporates the audit requirements of local, state and federal funding sources.	6/30/2012
4148-09/10	81	Public Health	Regular	\$2,000,000	The contractor (State of California) will coordinate and provide genetic testing services on blood samples taken from newborn babies from San Francisco General Hospital, in accordance with State law.	6/30/2020
4149-09/10	81	Public Health	Regular	\$1,250,000	Assistance to and training of Department Information Technology staff in the installation and building of an ambulatory Electronic Medical Record (EMR) system for San Francisco General Hospital and DPH community-based primary care and specialty clinics. Technical support to the Department's IT staff upon live activation of the new system. Please note that the amount shown above is a current best estimate of the value of only the professional services required, not software.	6/30/2015
4150-09/10	81	Public Health	Regular	\$136,000,000	Culturally appropriate mental health and substance abuse services for children, youth, and their families will be provided by multiple contractors, which together form a System of Care to address the broad continuum of needs and illnesses presented by these clients. Services will include mental health assessment, therapy, collateral and wraparound services, community-based violence and trauma recovery services, community-based day treatment services, residentially-based day treatment services, intensive/day rehabilitative services, primary and secondary substance abuse prevention services, therapeutic behavioral services, therapeutic visitation services, and targeted case management.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4151-09/10	81	Public Health	Regular	\$150,074,786	Contract will provide: mental health outpatient; substance abuse outpatient services; and intensive case management/full-service partnership level-of-care to transitional age youth, adults and older adults. The contract will provide flexible, integrated and seamless services based on the level and type of needs of the client, and responding as clients change over time.	6/30/2015
4152-09/10	81	Public Health	Regular	\$18,595,931	Contractors will provide integrated full-service behavioral health outpatient services (Mental Health and Substance Abuse Services) for older-adult clients living in the catchment areas 2, 4 and 5 (Western Addition/area bounded by Geary-Gough-Market-Stanyan/Marina/Presidio, North of Market/Tenderloin/South of Market and Richmond and Sunset Districts.)	6/30/2015
4153-09/10	81	Public Health	Regular	\$112,083,205	Contractor will provide services to adult clients living in a residential setting who otherwise would be at risk of hospitalization or other institutional placement if they were not in a residential treatment program. The contractor will provide crisis residential programs, transitional residential treatment programs, Institute for Mental Disease (IMD) alternative programs, and an Urgent Care Center consisting of a crisis stabilization/urgent care clinic with an attached short-term crisis residential program. Institute for Mental Disease alternative programs target adults returning from long-term care settings back to the community or who are at risk for institutional placement due to the severity of their psychiatric disorder.	6/30/2015
4154-09/10	81	Public Health	Regular	\$111,292,513	Contractor will provide substance abuse residential programs. The program will include a 24/7 comprehensive assessment, case management, counseling, skill building and support services to individuals with substance abuse disorders. The program includes Pomeroy House Perinatal Treatment, Residential Family, Women's Harm Reduction Overnight/Partial Day, Women's HIV, MH, Harm Reduction Transitional Residential, Ryan White Pt A, HIV Residential, Adult Residential & Overnight/Partial Day, Women's Residential Social Detoxification, Bed Social Detox, Homeless Specialty, HIV Women's Residential Social Detoxification, Residential Medical Detoxification, MHSA Dual Diagnosis Residential Treatment, Redwood Center Residential Treatment for High-Utilizers of Multiple Systems, HIV Residential Medical Detoxification and Proposition 36 Residential Treatment.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4155-09/10	81	Public Health	Regular	\$42,988,294	Contractor and partner agencies will work together to provide supportive housing services to homeless adults and transitional age youths with serious mental illness in San Francisco. The housing support services will include comprehensive on-site mental health prevention, primary care, and rehabilitative treatment services to reduce chronic homelessness in San Francisco.	6/30/2015
4156-09/10	81	Public Health	Regular	\$57,351,750	Contractors will provide community based mental health and substance abuse prevention and treatment, primary care and life enhancement programs for adults and transition age youths who are homeless or face mental health and substance abuse issues and their families in San Francisco. The programs will include mental health emergency crisis/vocational and rehabilitation services, peer and intern employment, peer-based wellness and recovery services, substance abuse education and training/HIV intervention/primary prevention, secondary prevention and ancillary services, short-term intensive care management-hospital discharge services.	6/30/2015
4157-09/10	81	Public Health	Regular	\$17,360,000	Contractors will provide San Francisco General Hospital (SFGH), Laguna Honda Hospital (LHH), DPH's Primary Care clinics and Health At Home program a continuous, reliable source of intermittent, supplemental, on-call nursing personnel during high patient census, high acuity, unexpected staff illnesses and/or vacations, and to meet State nurse-to-patient staffing ratio requirements.	6/30/2015
4158-09/10	81	Public Health	Regular	\$84,000	Contractor will provide phlebotomy services during the phlebotomy service schedule at Behavioral Health Clinics and laboratory specimen courier services when necessary.	6/30/2015
4159-09/10	81	Public Health	Regular	\$150,000	Contractor will provide comprehensive vision care services including preventive eye exams, eye care services and diagnostic referrals for patients at the DPH's Southeast Health Center once a week during the operation hour from 8 am to 5 pm.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4160-09/10	81	Public Health	Regular	\$29,543,220	The PEI project will provide prevention and early intervention programs designed to prevent the initial onset or worsening of mental illness among children, youth, their families, transitional age youth, adults and older adults who exhibit varying levels of risk of developing mental illness. The project will assist those at risk and train providers to better identify clients early and refer them to services. Programs include School Based Youth Centered Wellness; Screening, Planning and Supportive Services for Incarcerated Youth; Holistic Wellness Prevention in a Community Setting; Early Childhood Mental Health Consultation; Mental Health Consultation for Providers working with Youth at RISK or Involved with the Juvenile Justice System; Older Adult Behavioral Health Screening and Response; Early Intervention and Recovery for Young People with Early Psychosis; Transition Aged Youth Multi Service Center and Peer Outreach and Training.	6/30/2015
4161-09/10	81	Public Health	Regular	\$10,804,713	Contractors will provide an array of prevention services, programs and projects for the broad age, ethnic, gender, ability, and geographic diversity of San Francisco's populations, especially in low income neighborhoods. The primary methodologies will be community action and organization, outreach, health education, wellness activities and education, community support/capacity building, and training/technical assistance for contractors, and other services as needed.	6/30/2013
4162-09/10	81	Public Health	Regular	\$7,274,562	The WDET project will develop and maintain a culturally competent mental health workforce through training and technical assistance, mental health career pathway programs and internship programs. The project is community based to diversify the mental health workforce by encouraging consumers and their families to pursue public health careers because they are uniquely qualified. The WDET project will recruit consumers to public health careers at various levels from entry level certification to licensed and managerial positions. Programs include the Summer Bridge Program, Peer Specialist Mental Health Certificate Program, the Mental Health Certificate Program and Supportive Services for Consumers Enrolled in Public Universities or Private Colleges.	6/30/2015

PERSONAL SERVICES CONTRACT SUMMARY

DATE: April 27, 2010 rev. May 17, 2010

DEPARTMENT NAME: Public Health DEPARTMENT NUMBER 81, 82

TYPE OF APPROVAL: [] EXPEDITED [x] REGULAR (OMIT POSTING) [] CONTINUING [] ANNUAL

TYPE OF REQUEST: [x] INITIAL REQUEST [] MODIFICATION (PSC#)

TYPE OF SERVICE: Mental Health and Substance Abuse Prevention and Related Services

FUNDING SOURCE: Federal, State and General Funds, Grants and Work Order

PSC AMOUNT: \$57,351,750/total 5 years PSC DURATION: 7/1/2010 - 6/30/2015

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

Contractors will provide community based mental health and substance abuse prevention and treatment, primary care and life enhancement programs for adults and transition age youths who are homeless or face mental health and substance abuse issues and their families in San Francisco. The programs will include mental health emergency crisis/vocational and rehabilitation services, peer and intern employment, peer-based wellness and recovery services, substance abuse education and training/HIV intervention/primary prevention, secondary prevention and ancillary services, short-term intensive case management-hospital discharge services.

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

These services are necessary to improve the quality of life and access to health care for the eligible San Franciscans. If the request is denied, eligible clients will be without community based prevention, primary care and rehabilitation outlets to assist them in the treatment of mental health and substance abuse issue, leading to an overall degradation of health and an increase of unemployment, violence and crime in the areas.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

2013-04/05 and 2012-08/09

D. Will the contract(s) be renewed: Yes, if funding is available.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

SEIU Local 1021 IFPTE Local 21 Union Name, Jacquie Hale Signature of person mailing/faxing form, April 30, 2010 Date

Union Name, Signature of person mailing/faxing form, Date

RFP sent to SEIU Local 1021, on July 30, 2009, Mahlet Girma Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4156-09/10

STAFF ANALYSIS/RECOMMENDATION:

CIVIL SERVICE COMMISSION ACTION: approved 6/21/10

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

Contractors must have a State-licensed and Commission-approved facilities with trained and licensed staff as applicable to provide services in a mental health, substance abuse, and/or primary care setting.

B. Which, if any, civil service class normally performs this work?

No single civil service classification performs all necessary services. If these services were to be performed by civil service classes, they would be a combination of any or all the following: 2589/2591/2593 Health Program Coordinators I, II, and III, 2822 Health Educator; 2305 Psychiatric Technician, 2574 Research Psychologist, 2585/86,87,88 Health Worker I, II, III, IV, 2910 Social Worker, 2930 Psychiatric Social Worker.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

Yes. The contractors will provide services in licensed and approved facilities that are located in the community, as required by State law.

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

Existing civil service classes are already overburdened with the current maximum level of delivery of local government-based services performed by the City and County. The remainder of the mental health/substance abuse treatment service system of care must be based in the community and is best performed by community based service providers who have the trust of and credibility in the community; who are able to operate the small, flexible, grassroots-oriented, community based programs specific to the target population they serve.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

The City currently has Civil Service classifications that are used to provide a portion of these services.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

A. Will the contractor directly supervise City and County employees?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

B. Will the contractor train City and County employees?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

- Describe the training and indicate approximate number of hours.
- Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained.

C. Are there legal mandates requiring the use of contractual services?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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D. Are there federal or state grant requirements regarding the use of contractual services?

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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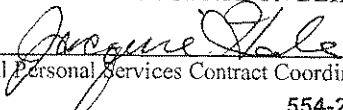
E. Has a board or commission determined that contracting is the most effective way to provide this service?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
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F. Will the proposed work be completed by a contractor that has a current personal services contract with your department?

<input checked="" type="checkbox"/>	<input type="checkbox"/>
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THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:



 Signature of Departmental Personal Services Contract Coordinator
Jacquie Hale **554-2609**

 Print or Type Name Telephone Number

101 Grove Street, Room 307, San Francisco, CA 94102

PERSONAL SERVICES CONTRACT SUMMARY

DATE: April 27, 2010 rev. May 17, 2010

DEPARTMENT NAME: Public Health DEPARTMENT NUMBER 81, 82

TYPE OF APPROVAL: [] EXPEDITED [X] REGULAR (OMIT POSTING) [] CONTINUING [] ANNUAL

TYPE OF REQUEST: [X] INITIAL REQUEST [] MODIFICATION (PSC#)

TYPE OF SERVICE: Substance Abuse Residential Treatment

FUNDING SOURCE: Medi-Cal, General Funds, Grants, Work Orders

PSC AMOUNT: \$111,292,513 total 5 years PSC DURATION: 7/1/2010 - 6/30/2015

1. DESCRIPTION OF WORK

- A. Concise description of proposed work: Contractor will provide Substance abuse residential treatment programs... B. Explain why this service is necessary and the consequences of denial: Severely or chronically ill clients who are not treated expose the city to lawsuits... C. Explain how this service has been provided in the past... D. Will the contract(s) be renewed: Yes, if funding is available.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

SEIU Local 1021; IFPTE Local 21 Union Name Signature of person mailing/faxing form Date April 30, 2010

FOR DEPARTMENT OF HUMAN RESOURCES USE

SC# 4154-09/10

STAFF ANALYSIS/RECOMMENDATION:

CIVIL SERVICE COMMISSION ACTION: approved June 21, 2010

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

- A. Specify required skills and/or expertise:
The contractors must have appropriately trained, licensed and certified staff and facilities which comply with applicable State laws and regulations, chiefly, California Welfare and Institutions Code Sect. 5000.
- B. Which, if any, civil service class normally performs this work?
*If these services were to be performed by Civil Service classes, they might be provided by a combination of any or all the following:
Local 1021: 2574 Clinical Psychologist and 2585/86/87/88 Health Worker
Local 21: 2589/91/93 Health Program Coordinator*
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:
Yes. The contractors will provide services in licensed and approved facilities which are located in the community, as required by State law.

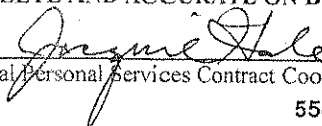
4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

- A. Explain why civil service classes are not applicable:
Existing civil service classes are already overburdened with the current maximum level of delivery of local government-based services which can be performed by the City and County. The remainder of the substance abuse/mental health treatment services System of Care must be based in the community and is best performed by community service providers with expertise which is often specific to the target population they serve. The community based services have access to linkages and resources unavailable at a comparable level to the government. The Community service providers are able to provide the highest level of culturally competent services, and are able to operate the small, flexible, grassroots-oriented, community programs required by State law and found to be most effective in treating San Francisco residents who are mentally ill and/or have substance abuse problems.
- B. Would it be practical to adopt a new civil service class to perform this work? Explain.
No. The City currently has Civil Service classifications that are used to provide a portion of these services.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

- | | Yes | No |
|--|-------------------------------------|-------------------------------------|
| A. Will the contractor directly supervise City and County employees? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| B. Will the contractor train City and County employees? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| <ul style="list-style-type: none"> • Describe the training and indicate approximate number of hours. • Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained. | | |
| C. Are there legal mandates requiring the use of contractual services? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| D. Are there federal or state grant requirements regarding the use of contractual services? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| E. Has a board or commission determined that contracting is the most effective way to provide this service? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:

 _____ Signature of Departmental Personal Services Contract Coordinator Jacquie Hale	_____ 554-2609 Telephone Number
Print or Type Name	Telephone Number

101 Grove Street, Room 307, San Francisco,
CA 94102

Attachment to Department of Public Health
Request for Approval of Personal Services Contracts :

“5000. This part shall be known and may be cited as the Lanterman-Petris-Short Act.

“5120. It is the policy of this state as declared and established in this act and in the Lanterman-Petris-Short Act that the care and treatment of mental patients be provided in the local community. In order to achieve uniform statewide implementation of the policies of this act, it is necessary to establish the statewide policy that, notwithstanding any other provision of law, no city or county shall discriminate in the enactment, enforcement, or administration of any zoning laws, ordinances, or rules and regulations between the use of property for the treatment of general hospital or nursing home patients and the use of property for the psychiatric care and treatment of patients, both inpatient and outpatient. Health facilities for inpatient and outpatient psychiatric care and treatment shall be permitted in any area zoned for hospitals or nursing homes, or in which hospitals and nursing homes are permitted by conditional use permit.”

“5652.5. (a) Each county shall utilize available private and private nonprofit mental health resources and facilities in the county prior to developing new county-operated resources or facilities when these private and private nonprofit mental health resources or facilities are of at least equal quality and cost as county-operated resources and facilities and shall utilize available county resources and facilities of at least equal quality and cost prior to new private and private nonprofit resources and facilities. All the available local public or private and private nonprofit facilities shall be utilized before state hospitals are used. (b) Nothing in this section shall prevent a county from restructuring its systems of care in the manner it believes will provide the best overall care.”

“5653. In developing the county Short-Doyle plan, optimum use shall be made of appropriate local public and private organizations, community professional personnel, and state agencies. Optimum use shall also be made of federal, state, county, and private funds which may be available for mental health planning. In order that maximum utilization be made of federal and other funds made available to the Department of Rehabilitation, the Department of Rehabilitation may serve as a contractual provider under the provisions of a county Short-Doyle plan of vocational rehabilitation services for the mentally disordered.”

<http://www.leginfo.ca.gov/cgi-bin/displaycode?section=wic&group=05001-06000&file=5650-5667>



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

E. DENNIS NORMANDY
PRESIDENT

June 24, 2010

DONALD A. CASPER
VICE PRESIDENT

NOTICE OF CIVIL SERVICE COMMISSION ACTION

MORGAN R. GORRONG
COMMISSIONER

SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACT NUMBER 4148-09/10 THROUGH 4162-09/10.

MARY Y. JUNG
COMMISSIONER

At its meeting of **June 21, 2010** the Civil Service Commission had for its consideration the above matter.

PLEASE NOTE: *It is important that a copy of this action be kept in the department files as you will need it in the future as proof of Civil Service Commission approval. Please share it with everyone responsible for follow-up.*

ANITA SANCHEZ
EXECUTIVE OFFICER

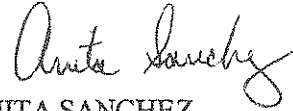
It was the decision of the Commission to:

- (1) Adopt the report; Approve request for approval of PSC #s 4150-09/10 through 4153-09/10; 4156-09/10; 4160-09/10; and 4161-09/10 on the condition that the Department of Public Health make every reasonable effort to create requisitions for those 2819 Assistant Health Educators laid off in 2009 and other Local 21 represented positions that are subject to reduction or layoff; and that the Department of Public Health report every six (6) months to the Civil Service Commission on its progress in meeting this condition. Notify the Office of the Controller and the Office of Contract Administration.
- (2) Adopt the report; Approve request for approval of PSC #4155-09/10 on the condition that 1) the Department of Public Health will meet with IFPTE Local 21 to discuss and evaluate whether and to what extent work to be performed in this PSC is work which could be performed by Real Property Managers; 2) If at the conclusion of these discussions, it turns out that work in this PSC is not work which could be performed by Real Property Managers, then the matter is closed; 3) If at the conclusion of these discussions, it turns out that work in this PSC is work which could be performed by Real Property Managers, then the Department of Public Health and Local 21 will endeavor to utilize CCSF Real Property Managers to perform this work, and make appropriate modifications to the contract(s) in the PSC accordingly. Notify the Office of the Controller and the Office of Contract Administration.
- (3) Adopt the report; Approve request for approval of PSC #4158-09/10 for a duration of two years, to June 30, 2012. Notify the Office of the Controller and the Office of Contract Administration.
- (4) Adopt the report; Approve request for approval of all remaining contracts. Notify the Office of the Controller and the Office of Contract Administration.

CSC Notice of Action
June 24, 2010
Page 2

If this matter is subject to Code of Civil Procedure (CCP) Section 1094.5, the time within which judicial review must be sought is set forth in CCP Section 1094.6.

CIVIL SERVICE COMMISSION



ANITA SANCHEZ
Executive Officer

Attachment

c: Micki Callahan, Human Resources Director
Jacquie Hale, Department of Public Health
Naomi Kelly, Office of Contract Administration
Ben Rosenfield, Controller
Commission File
Chron

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4147-09/10	25	Mayor	Regular	\$400,000	Contractor will customize their proprietary software known as the Total Grants Solution (TGS) to add housing development process and data tracking functionality. The TGS system is a technology solution that meets the City's strategy of collecting and managing data for the Federal Department of Housing and Urban Development (HUD) grant programs including the Community Development Block (CDBG), and Emergency Shelter Grants (ESG). The solution is the primary tool MOH uses to ensure programmatic and fiscal compliance and accountability while providing a direct and immediate link between the City and its grantees that allows for the tracking of programmatic outcomes and clients served as well as the ability of the grantee to invoice the City for contractual services rendered. Finally, the system incorporates the audit requirements of local, state and federal funding sources.	6/30/2012
4148-09/10	81	Public Health	Regular	\$2,000,000	The contractor (State of California) will coordinate and provide genetic testing services on blood samples taken from newborn babies from San Francisco General Hospital, in accordance with State law.	6/30/2020
4149-09/10	81	Public Health	Regular	\$1,250,000	Assistance to and training of Department Information Technology staff in the installation and building of an ambulatory Electronic Medical Record (EMR) system for San Francisco General Hospital and DPH community-based primary care and specialty clinics. Technical support to the Department's IT staff upon live activation of the new system. Please note that the amount shown above is a current best estimate of the value of only the professional services required, not software.	6/30/2015
4150-09/10	81	Public Health	Regular	\$136,000,000	Culturally appropriate mental health and substance abuse services for children, youth, and their families will be provided by multiple contractors, which together form a System of Care to address the broad continuum of needs and illnesses presented by these clients. Services will include mental health assessment, therapy, collateral and wraparound services, community-based violence and trauma recovery services, community-based day treatment services, residentially-based day treatment services, intensive/day rehabilitative services, primary and secondary substance abuse prevention services, therapeutic behavioral services, therapeutic visitation services, and targeted case management.	6/30/2015

POSTING FOR

6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4151-09/10	81	Public Health	Regular	\$150,074,786	Contract will provide: mental health outpatient; substance abuse outpatient services; and intensive case management/full-service partnership level-of-care to transitional age youth, adults and older adults. The contract will provide flexible, integrated and seamless services based on the level and type of needs of the client, and responding as clients change over time.	6/30/2015
4152-09/10	81	Public Health	Regular	\$18,595,931	Contractors will provide integrated full-service behavioral health outpatient services (Mental Health and Substance Abuse Services) for older-adult clients living in the catchment areas 2, 4 and 5 (Western Addition/area bounded by Geary-Gough-Market-Stanyan/Marina/Presidio, North of Market/Tenderloin/South of Market and Richmond and Sunset Districts.)	6/30/2015
4153-09/10	81	Public Health	Regular	\$112,083,205	Contractor will provide services to adult clients living in a residential setting who otherwise would be at risk of hospitalization or other institutional placement if they were not in a residential treatment program. The contractor will provide crisis residential programs, transitional residential treatment programs, Institute for Mental Disease (IMD) alternative programs, and an Urgent Care Center consisting of a crisis stabilization/urgent care clinic with an attached short-term crisis residential program. Institute for Mental Disease alternative programs target adults returning from long-term care settings back to the community or who are at risk for institutional placement due to the severity of their psychiatric disorder.	6/30/2015
4154-09/10	81	Public Health	Regular	\$111,292,513	Contractor will provide substance abuse residential programs. The program will include a 24/7 comprehensive assessment, case management, counseling, skill building and support services to individuals with substance abuse disorders. The program includes Pomeroy House Perinatal Treatment, Residential Family, Women's Harm Reduction Overnight/Partial Day, Women's HIV, MH, Harm Reduction Transitional Residential, Ryan White Pt A, HIV Residential, Adult Residential & Overnight/Partial Day, Women's Residential Social Detoxification, Bed Social Detox, Homeless Specialty, HIV Women's Residential Social Detoxification, Residential Medical Detoxification, MHSA Dual Diagnosis Residential Treatment, Redwood Center Residential Treatment for High-Utilizers of Multiple Systems, HIV Residential Medical Detoxification and Proposition 36 Residential Treatment.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4155-09/10	81	Public Health	Regular	\$42,988,294	Contractor and partner agencies will work together to provide supportive housing services to homeless adults and transitional age youths with serious mental illness in San Francisco. The housing support services will include comprehensive on-site mental health prevention, primary care, and rehabilitative treatment services to reduce chronic homelessness in San Francisco.	6/30/2015
4156-09/10	81	Public Health	Regular	\$57,351,750	Contractors will provide community based mental health and substance abuse prevention and treatment, primary care and life enhancement programs for adults and transition age youths who are homeless or face mental health and substance abuse issues and their families in San Francisco. The programs will include mental health emergency crisis/vocational and rehabilitation services, peer and intern employment, peer-based wellness and recovery services, substance abuse education and training/HIV intervention/primary prevention, secondary prevention and ancillary services, short-term intensive care management-hospital discharge services.	6/30/2015
4157-09/10	81	Public Health	Regular	\$17,360,000	Contractors will provide San Francisco General Hospital (SFGH), Laguna Honda Hospital (LHH), DPH's Primary Care clinics and Health At Home program a continuous, reliable source of intermittent, supplemental, on-call nursing personnel during high patient census, high acuity, unexpected staff illnesses and/or vacations, and to meet State nurse-to-patient staffing ratio requirements.	6/30/2015
4158-09/10	81	Public Health	Regular	\$84,000	Contractor will provide phlebotomy services during the phlebotomy service schedule at Behavioral Health Clinics and laboratory specimen counter services when necessary.	6/30/2015
4159-09/10	81	Public Health	Regular	\$150,000	Contractor will provide comprehensive vision care services including preventive eye exams, eye care services and diagnostic referrals for patients at the DPH's Southeast Health Center once a week during the operation hour from 8 am to 5 pm.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4160-09/10	81	Public Health	Regular	\$29,543,220	The PEI project will provide prevention and early intervention programs designed to prevent the initial onset or worsening of mental illness among children, youth, their families, transitional age youth, adults and older adults who exhibit varying levels of risk of developing mental illness. The project will assist those at risk and train providers to better identify clients early and refer them to services. Programs include School Based Youth Centered Wellness; Screening, Planning and Supportive Services for Incarcerated Youth; Holistic Wellness Prevention in a Community Setting; Early Childhood Mental Health Consultation; Mental Health Consultation for Providers working with Youth at RISK or Involved with the Juvenile Justice System; Older Adult Behavioral Health Screening and Response; Early Intervention and Recovery for Young People with Early Psychosis; Transition Aged Youth Multi Service Center and Peer Outreach and Training.	6/30/2015
4161-09/10	81	Public Health	Regular	\$10,804,713	Contractors will provide an array of prevention services, programs and projects for the broad age, ethnic, gender, ability, and geographic diversity of San Francisco's populations, especially in low income neighborhoods. The primary methodologies will be community action and organization, outreach, health education, wellness activities and education, community support/capacity building, and training/technical assistance for contractors, and other services as needed.	6/30/2013
4162-09/10	81	Public Health	Regular	\$7,274,562	The WDET project will develop and maintain a culturally competent mental health workforce through training and technical assistance, mental health career pathway programs and internship programs. The project is community based to diversify the mental health workforce by encouraging consumers and their families to pursue public health careers because they are uniquely qualified. The WDET project will recruit consumers to public health careers at various levels from entry level certification to licensed and managerial positions. Programs include the Summer Bridge Program, Peer Specialist Mental Health Certificate Program, the Mental Health Certificate Program and Supportive Services for Consumers Enrolled in Public Universities or Private Colleges.	6/30/2015

PERSONAL SERVICES CONTRACT SUMMARY

DATE: April 27, 2010 rev. May 17, 2010

DEPARTMENT NAME: Public Health DEPARTMENT NUMBER 81, 82

TYPE OF APPROVAL: [] EXPEDITED [x] REGULAR (OMIT POSTING) [] CONTINUING [] ANNUAL

TYPE OF REQUEST: [x] INITIAL REQUEST [] MODIFICATION (PSC#)

TYPE OF SERVICE: Children, Youth and Families Mental Health and Substance Abuse Services

FUNDING SOURCE: State Realignment, Medi-Cal, General Funds, Grants, Work Orders

PSC AMOUNT: \$136,000,000 PSC DURATION: 7/1/2010 - 6/30/2015

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

Culturally appropriate mental health and substance abuse services for children, youth, and their families will be provided by multiple contractors, which together form a System Of Care to address the broad continuum of needs and illnesses presented by these clients. Services will include mental health assessment, therapy, collateral and wraparound services, community-based violence and trauma recovery services, community-based day treatment services, residentially-based day treatment services, intensive/day rehabilitative services, primary and secondary substance abuse prevention services, therapeutic behavioral services, therapeutic visitation services, and targeted case management.

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

Without these services, children, youth, and their families will be exposed to increased levels of addiction, anxiety, depression, post-traumatic stress disorder, violence, trauma, post-trauma, and other symptoms. There may also be a generalized sense of increased collective helplessness throughout the community when related to significant numbers the community with untreated mental illness, leading to communities which feel besieged and victimized. Not providing the services may result in increased lawsuits and related costs, as well as disallowance of State and Federal funding for failing to expend funds within regulatory guidelines.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

2013-04/05 and 2012-08/09

D. Will the contract(s) be renewed: Yes, if funding is available.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

Table with 3 columns: Union Name, Signature of person mailing/faxing form, Date. Row 1: SEIU Local 1021; IFPTE Local 21; UAPD (Unit 8-CC), Jacquie Hale, April 30, 2010. Row 2: RFP sent to SEIU Local 1021; IFPTE Local 21, on July 30, 2009, Mahlet Girma.

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4150-09/10

STAFF ANALYSIS/RECOMMENDATION:

CIVIL SERVICE COMMISSION ACTION: approved 6/21/10

Attachment to Department of Public Health
Request for Approval of Personal Services Contracts :

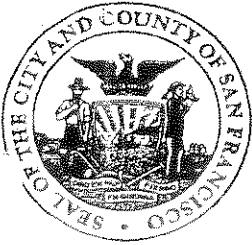
“5000. This part shall be known and may be cited as the Lanterman-Petris-Short Act.

“5120. It is the policy of this state as declared and established in this act and in the Lanterman-Petris-Short Act that the care and treatment of mental patients be provided in the local community. In order to achieve uniform statewide implementation of the policies of this act, it is necessary to establish the statewide policy that, notwithstanding any other provision of law, no city or county shall discriminate in the enactment, enforcement, or administration of any zoning laws, ordinances, or rules and regulations between the use of property for the treatment of general hospital or nursing home patients and the use of property for the psychiatric care and treatment of patients, both inpatient and outpatient. Health facilities for inpatient and outpatient psychiatric care and treatment shall be permitted in any area zoned for hospitals or nursing homes, or in which hospitals and nursing homes are permitted by conditional use permit.”

“5652.5. (a) Each county shall utilize available private and private nonprofit mental health resources and facilities in the county prior to developing new county-operated resources or facilities when these private and private nonprofit mental health resources or facilities are of at least equal quality and cost as county-operated resources and facilities and shall utilize available county resources and facilities of at least equal quality and cost prior to new private and private nonprofit resources and facilities. All the available local public or private and private nonprofit facilities shall be utilized before state hospitals are used. (b) Nothing in this section shall prevent a county from restructuring its systems of care in the manner it believes will provide the best overall care.”

“5653. In developing the county Short-Doyle plan, optimum use shall be made of appropriate local public and private organizations, community professional personnel, and state agencies. Optimum use shall also be made of federal, state, county, and private funds which may be available for mental health planning. In order that maximum utilization be made of federal and other funds made available to the Department of Rehabilitation, the Department of Rehabilitation may serve as a contractual provider under the provisions of a county Short-Doyle plan of vocational rehabilitation services for the mentally disordered.”

<http://www.leginfo.ca.gov/cgi-bin/displaycode?section=wic&group=05001-06000&file=5650-5667>



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

E. DENNIS NORMANDY
PRESIDENT

June 24, 2010

DONALD A. CASPER
VICE PRESIDENT

NOTICE OF CIVIL SERVICE COMMISSION ACTION

MORGAN R. GORRONO
COMMISSIONER

SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED
PERSONAL SERVICES CONTRACT NUMBER 4148-09/10
THROUGH 4162-09/10.

MARY Y. JUNG
COMMISSIONER

At its meeting of June 21, 2010 the Civil Service Commission had for its consideration the above matter.

PLEASE NOTE:

It is important that a copy of this action be kept in the department files as you will need it in the future as proof of Civil Service Commission approval. Please share it with everyone responsible for follow-up.

ANITA SANCHEZ
EXECUTIVE OFFICER

It was the decision of the Commission to:

- (1) Adopt the report; Approve request for approval of PSC #s 4150-09/10 through 4153-09/10; 4156-09/10; 4160-09/10; and 4161-09/10 on the condition that the Department of Public Health make every reasonable effort to create requisitions for those 2819 Assistant Health Educators laid off in 2009 and other Local 21 represented positions that are subject to reduction or layoff; and that the Department of Public Health report every six (6) months to the Civil Service Commission on its progress in meeting this condition. Notify the Office of the Controller and the Office of Contract Administration.
- (2) Adopt the report; Approve request for approval of PSC #4155-09/10 on the condition that 1) the Department of Public Health will meet with IFPTE Local 21 to discuss and evaluate whether and to what extent work to be performed in this PSC is work which could be performed by Real Property Managers; 2) If at the conclusion of these discussions, it turns out that work in this PSC is not work which could be performed by Real Property Managers, then the matter is closed; 3) If at the conclusion of these discussions, it turns out that work in this PSC is work which could be performed by Real Property Managers, then the Department of Public Health and Local 21 will endeavor to utilize CCSF Real Property Managers to perform this work, and make appropriate modifications to the contract(s) in the PSC accordingly. Notify the Office of the Controller and the Office of Contract Administration.
- (3) Adopt the report; Approve request for approval of PSC #4158-09/10 for a duration of two years, to June 30, 2012. Notify the Office of the Controller and the Office of Contract Administration.
- (4) Adopt the report; Approve request for approval of all remaining contracts. Notify the Office of the Controller and the Office of Contract Administration.

CSC Notice of Action
June 24, 2010
Page 2

If this matter is subject to Code of Civil Procedure (CCP) Section 1094.5, the time within which judicial review must be sought is set forth in CCP Section 1094.6.

CIVIL SERVICE COMMISSION



ANITA SANCHEZ
Executive Officer

Attachment

c: Micki Callahan, Human Resources Director
Jacquie Hale, Department of Public Health
Naomi Kelly, Office of Contract Administration
Ben Rosenfield, Controller
Commission File
Chron

POSTING FOR

6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4147-09/10	25	Mayor	Regular	\$400,000	Contractor will customize their proprietary software known as the Total Grants Solution (TGS) to add housing development process and data tracking functionality. The TGS system is a technology solution that meets the City's strategy of collecting and managing data for the Federal Department of Housing and Urban Development (HUD) grant programs including the Community Development Block (CDBG), and Emergency Shelter Grants (ESG). The solution is the primary tool MOH uses to ensure programmatic and fiscal compliance and accountability while providing a direct and immediate link between the City and its grantees that allows for the tracking of programmatic outcomes and clients served as well as the ability of the grantee to invoice the City for contractual services rendered. Finally, the system incorporates the audit requirements of local, state and federal funding sources.	6/30/2012
4148-09/10	81	Public Health	Regular	\$2,000,000	The contractor (State of California) will coordinate and provide genetic testing services on blood samples taken from newborn babies from San Francisco General Hospital, in accordance with State law.	6/30/2020
4149-09/10	81	Public Health	Regular	\$1,250,000	Assistance to and training of Department Information Technology staff in the installation and building of an ambulatory Electronic Medical Record (EMR) system for San Francisco General Hospital and DPH community-based primary care and specialty clinics. Technical support to the Department's IT staff upon live activation of the new system. Please note that the amount shown above is a current best estimate of the value of only the professional services required, not software.	6/30/2015
4150-09/10	81	Public Health	Regular	\$136,000,000	Culturally appropriate mental health and substance abuse services for children, youth, and their families will be provided by multiple contractors, which together form a System of Care to address the broad continuum of needs and illnesses presented by these clients. Services will include mental health assessment, therapy, collateral and wraparound services, community-based violence and trauma recovery services, community-based day treatment services, residentially-based day treatment services, intensive/day rehabilitative services, primary and secondary substance abuse prevention services, therapeutic behavioral services, therapeutic visitation services, and targeted case management.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4151-09/10	81	Public Health	Regular	\$150,074,786	Contract will provide: mental health outpatient; substance abuse outpatient services; and intensive case management/full-service partnership level-of-care to transitional age youth, adults and older adults. The contract will provide flexible, integrated and seamless services based on the level and type of needs of the client, and responding as clients change over time.	6/30/2015
4152-09/10	81	Public Health	Regular	\$18,595,931	Contractors will provide integrated full-service behavioral health outpatient services (Mental Health and Substance Abuse Services) for older-adult clients living in the catchment areas 2, 4 and 5 (Western Addition/area bounded by Geary-Gough-Market-Stanyan/Marina/Presidio, North of Market/Tenderloin/South of Market and Richmond and Sunset Districts.)	6/30/2015
4153-09/10	81	Public Health	Regular	\$112,083,205	Contractor will provide services to adult clients living in a residential setting who otherwise would be at risk of hospitalization or other institutional placement if they were not in a residential treatment program. The contractor will provide crisis residential programs, transitional residential treatment programs, Institute for Mental Disease (IMD) alternative programs, and an Urgent Care Center consisting of a crisis stabilization/urgent care clinic with an attached short-term crisis residential program. Institute for Mental Disease alternative programs target adults returning from long-term care settings back to the community or who are at risk for institutional placement due to the severity of their psychiatric disorder.	6/30/2015
4154-09/10	81	Public Health	Regular	\$111,292,513	Contractor will provide substance abuse residential programs. The program will include a 24/7 comprehensive assessment, case management, counseling, skill building and support services to individuals with substance abuse disorders. The program includes Pomeroy House Perinatal Treatment, Residential Family, Women's Harm Reduction Overnight/Partial Day, Women's HIV, MH, Harm Reduction Transitional Residential, Ryan White Pt A, HIV Residential, Adult Residential & Overnight/Partial Day, Women's Residential Social Detoxification, Bed Social Detox, Homeless Specialty, HIV Women's Residential Social Detoxification, Residential Medical Detoxification, MHSA Dual Diagnosis Residential Treatment, Redwood Center Residential Treatment for High-Utilizers of Multiple Systems, HIV Residential Medical Detoxification and Proposition 36 Residential Treatment.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4155-09/10	81	Public Health	Regular	\$42,988,294	Contractor and partner agencies will work together to provide supportive housing services to homeless adults and transitional age youths with serious mental illness in San Francisco. The housing support services will include comprehensive on-site mental health prevention, primary care, and rehabilitative treatment services to reduce chronic homelessness in San Francisco.	6/30/2015
4156-09/10	81	Public Health	Regular	\$57,351,750	Contractors will provide community based mental health and substance abuse prevention and treatment, primary care and life enhancement programs for adults and transition age youths who are homeless or face mental health and substance abuse issues and their families in San Francisco. The programs will include mental health emergency crisis/vocational and rehabilitation services, peer and intern employment, peer-based wellness and recovery services, substance abuse education and training/HIV intervention/primary prevention, secondary prevention and ancillary services, short-term intensive care management-hospital discharge services.	6/30/2015
4157-09/10	81	Public Health	Regular	\$17,360,000	Contractors will provide San Francisco General Hospital (SFGH), Laguna Honda Hospital (LHH), DPH's Primary Care clinics and Health At Home program a continuous, reliable source of intermittent, supplemental, on-call nursing personnel during high patient census, high acuity, unexpected staff illnesses and/or vacations, and to meet State nurse-to-patient staffing ratio requirements.	6/30/2015
4158-09/10	81	Public Health	Regular	\$84,000	Contractor will provide phlebotomy services during the phlebotomy service schedule at Behavioral Health Clinics and laboratory specimen courier services when necessary.	6/30/2015
4159-09/10	81	Public Health	Regular	\$150,000	Contractor will provide comprehensive vision care services including preventive eye exams, eye care services and diagnostic referrals for patients at the DPH's Southeast Health Center once a week during the operation hour from 8 am to 5 pm.	6/30/2015

POSTING FOR
6/7/2010

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

RSC No	Dept No	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4160-09/10	81	Public Health	Regular	\$29,543,220	The PEI project will provide prevention and early intervention programs designed to prevent the initial onset or worsening of mental illness among children, youth, their families, transitional age youth, adults and older adults who exhibit varying levels of risk of developing mental illness. The project will assist those at risk and train providers to better identify clients early and refer them to services. Programs include School Based Youth Centered Wellness; Screening, Planning and Supportive Services for Incarcerated Youth; Holistic Wellness Prevention in a Community Setting; Early Childhood Mental Health Consultation; Mental Health Consultation for Providers working with Youth at RISK or Involved with the Juvenile Justice System; Older Adult Behavioral Health Screening and Response; Early Intervention and Recovery for Young People with Early Psychosis; Transition Aged Youth Multi Service Center and Peer Outreach and Training.	6/30/2015
4161-09/10	81	Public Health	Regular	\$10,804,713	Contractors will provide an array of prevention services, programs and projects for the broad age, ethnic, gender, ability, and geographic diversity of San Francisco's populations, especially in low income neighborhoods. The primary methodologies will be community action and organization, outreach, health education, wellness activities and education, community support/capacity building, and training/technical assistance for contractors, and other services as needed.	6/30/2013
4162-09/10	81	Public Health	Regular	\$7,274,562	The WBET project will develop and maintain a culturally competent mental health workforce through training and technical assistance, mental health career pathway programs and internship programs. The project is community based to diversify the mental health workforce by encouraging consumers and their families to pursue public health careers because they are uniquely qualified. The WBET project will recruit consumers to public health careers at various levels from entry level certification to licensed and managerial positions. Programs include the Summer Bridge Program, Peer Specialist Mental Health Certificate Program, the Mental Health Certificate Program and Supportive Services for Consumers Enrolled in Public Universities or Private Colleges.	6/30/2015

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: GENERAL SERVICES AGENCY - PUBLIC WORKS -- DPW

Dept. Code: DPW

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

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

Type of Service: As-Needed Cost Estimating Services

Funding Source: Departmental Work Orders

PSC Amount: \$18,000,000

PSC Est. Start Date: 02/05/2024

PSC Est. End Date 12/31/2031

1. Description of Work

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

Provide specialized services in Cost Estimating to support Department of Public Works design staff on an as-needed basis. The Consultants will provide expert cost estimating services to ensure that the most up to date cost data are utilized.

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

Cost estimating is a specialized professional service that is out of the Public Works, Building Design and Construction (BDC)'s area of expertise. Cost estimating consultants are continually updating their data bases and estimating measures with the current market rates and material costs. This data is not something that we provide at the BDC. The BDC is requesting to have our own pool of "As-Needed" Cost Estimating consultants for BDC projects.

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, this service has been provided in the past. Most recent personal services contract approval number is PSC 48340-20/21.

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 additional time in the PSC Duration is to allow for any delays in processing and awarding the contracts.

The contracts will have duration of no more than 5 years.

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).

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:

This service will only be required on an as-needed basis when either City staff don't have the capacity to fulfill all project requests, causing delays, or if specialized services are required.

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise: Consultants must be experts in their fields and certified by corresponding organizations, as applicable.

- B. Which, if any, civil service class(es) normally perform(s) this work? 5120, Architectural Administrator; 5211, Eng/Arch/Landscape Arch Sr; 5212, Engineer/Architect Principal; 5260, Architectural Assistant 1; 5261, Architectural Assistant 2; 5265, Architectural Associate 1; 5266, Architectural Associate 2; 5268, Architect;
- 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 City does not have resources and information available to perform all required work. The Department has recruited and hired more people for above civil service classes. As-needed contract services will only be utilized when and if the work cannot be prudently performed by internal staff.

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

- A. Explain why civil service classes are not applicable.
Above civil service classes are applicable. These as-needed contract services will only be utilized when the following conditions exist: • The Division is working at full capacity and postponement of pending projects would be contrary to the public interest, or • Project requires special construction and third party Consultant is required to ensure that a high quality estimate is provided.
- 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. The services are only going to be utilized on an as-needed basis and there is no steady demand that justifies the hiring of permanent City staff with the necessary expertise.

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. Since consultant services would only be utilized on as-needed basis, and there is no ongoing demand for this type of services, there is no need for city staff to receive training.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

**7. Union Notification: On 12/11/2023, the Department notified the following employee organizations of this PSC/RFP request:
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: Alexander Burns Phone: 415-554-6411 Email: alexander.burns@sfdpw.org

Address: 49 South Van Ness Avenue Suite 1600 San Francisco, CA 94103

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 43520 - 23/24

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 02/05/2024

Receipt of Union Notification(s)

From: dhr-psccordinator@sfgov.org on behalf of alexander.burns@sfdpw.org
To: [Burns, Alexander \(DPW\)](mailto:Burns,Alexander@DPW); kdavis@ifpte21.org; jharding@ifpte21.org; mweirick@ifpte21.org; dho@ifpte21.org; ewallace@ifpte21.org; ecassidy@ifpte21.com; WendyWong26@yahoo.com; wendywong26@yahoo.com; tmathews@ifpte21.org; kschumacher@ifpte21.org; kpage@ifpte21.org; eerbach@ifpte21.org; l21pscreview@ifpte21.org; [Sy, Don \(DPW\)](mailto:Sy_Don@DPW); [DHR-PSCCoordinator, DHR \(HRD\)](mailto:DHR-PSCCoordinator,DHR@HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 43520 - 23/24
Date: Monday, December 11, 2023 4:22:37 PM

RECEIPT for Union Notification for PSC 43520 - 23/24 more than \$100k

The GENERAL SERVICES AGENCY - PUBLIC WORKS -- DPW has submitted a request for a Personal Services Contract (PSC) 43520 - 23/24 for \$18,000,000 for Initial Request services for the period 02/05/2024 – 12/31/2031. 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/21779> 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)

Department: GENERAL SERVICES AGENCY - PUBLIC WORKS -- DPW

Dept. Code: DPW

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

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

Type of Service: As-Needed Cost Estimating Services

Funding Source: Inter-Departmental Work Orders

PSC Amount: \$6,000,000

PSC Est. Start Date: 02/01/2021

PSC Est. End Date 06/30/2027

1. Description of Work

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

Provide specialized services in Cost Estimating to support Department of Public Works' design staff on an as-needed basis. The Consultants will provide expert cost estimating services to ensure that the most up to date cost data are utilized.

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

Cost estimating is a specialized professional service that is out of the Public Works, Building Design and Construction (BDC)'s area of expertise. Cost estimating consultants are continually updating their data bases and estimating measures with the current market rates and material costs. This data is not something that we provide at the BDC. The BDC is requesting to have our own pool of "As-Needed" Cost Estimating consultants for BDC projects.

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.

In the past, Cost Estimating services for building projects have been provided through subconsultants under the as-needed Architectural contracts approved under PSC No. 4095-09/10, and by As-Needed Cost Estimating contracts approved under PSC No. 4036-13/14.

D. Will the contract(s) be renewed?

No. New RFQ's will be advertised.

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 additional time in the PSC duration is to allow for any delays in processing and awarding the contracts. The contracts will have duration of no more than 5 years.

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).

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:

This service will only be required on an as-needed basis when either City staff don't have the capacity to fulfill all project requests, causing delays, or if specialized services are required. This service will only be utilized on an as-needed basis.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Consultants must be experts in their fields and certified by corresponding organizations, as applicable.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5211, Eng/Arch/Landscape Arch Sr; 5215, Fire Protection Engineer; 5218, Structural Engineer; 5219, Senior Structural Engineer; 5260, Architectural Assistant 1; 5261, Architectural Assistant 2; 5262, Landscape Architect Assoc 1; 5265, Architectural Associate 1; 5266, Architectural Associate 2; 5268, Architect; 5272, Landscape Architect Assoc 2; 5274, Landscape Architect;
- 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 City does not have resources and information available to perform all required work. The Department has recruited and hired more people for above civil service classes. As-needed contract services will only be utilized when and if the work cannot be prudently performed by internal staff.

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

- A. Explain why civil service classes are not applicable.
Above civil service classes are applicable. These as-needed contract services will only be utilized when the following conditions exist: • The Division is working at full capacity and postponement of pending projects would be contrary to the public interest, or • Project requires special construction and third party Consultant is required to ensure that a high quality estimate is provided.
- 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. The services are only going to be utilized on an as-needed basis and there is no steady demand that justifies the hiring of permanent City staff with the necessary expertise.

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. No training is needed, as this service will only be utilized when the Bureau is working at full capacity and postponement of pending projects would be contrary to the public interest, or specialized services are required that are not available internally.
- 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 01/13/2021, the Department notified the following employee organizations of this PSC/RFP request:

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

Name: Alexander Burns Phone: 415-554-6411 Email: alexander.burns@sfdpw.org

Address: 49 South Van Ness, Suite 1600 San Francisco, CA 94103

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 48340 - 20/21

DHR Analysis/Recommendation:

action date: 03/15/2021

Commission Approval Required

Approved by Civil Service Commission

03/15/2021 DHR Approved for 03/15/2021

Modification

Personal Services Contracts

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: GENERAL SERVICES AGENCY - CITY ADMIN

Dept. Code: ADM

Type of Request: Initial Modification of an existing PSC (PSC # 46672 - 22/23)

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

Type of Service: As-Needed Set-Up/Installation & Break-Down of Barricades, Fences, & Traffic Safety Equipment

Funding Source: General Fund

PSC Original Approved Amount: \$750,000 PSC Original Approved Duration: 10/18/22 - 10/17/27 (5 years)

PSC Mod#1 Amount: \$750,000 PSC Mod#1 Duration: 11/01/23-10/31/28 (1 year 2 weeks)

PSC Cumulative Amount Proposed: \$1,500,000 PSC Cumulative Duration Proposed: 6 years 2 weeks

1. Description of Work

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

Contractors shall provide set-up/installation and break-down services of barricades, fencing, and other crowd and traffic safety equipment that are rented, and at times, may be purchased by City departments, to ensure public safety during various special events (e.g., Pride Parade, Warriors championship parade, Fleet Week) and for other circumstances, including street/sewer paving and repair, vehicular accidents, etc. that require temporary crowd and/or traffic safety control measures.

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

The City requires timely set-up and removal of temporary barricades, fencing, and other crowd and traffic safety control equipment to ensure public safety during special events (e.g., parades, Fleet Week) and other circumstances (e.g., street/sewer paving and repair) that take place in public spaces and the public right-of-way. Because these services are primarily temporary crowd and traffic safety needs, the City typically requires a short-term rental of equipment. Contractors own and bear responsibility for a safe and proper setup and removal of the rental equipment. Should such services be denied, contractors will not agree to rent their barricades, fences, and other crowd and traffic safety equipment to the City as contractors will not be able to ensure the proper setup, functioning, and removal of their property. This, in turn, would put public safety at risk during the events, such as the Pride Parade, Fleet Week, and in the vicinity of critical street/sewer/right-of-way repairs. Further, if these services are denied, the City would need to purchase, store, and maintain all such equipment, which is operationally infeasible due to no storage and needs are intermittent and on a temporary 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.

Services have been provided in the past through earlier PSC request. See 46672 - 22/23

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:

2. Reason(s) for the Request

A. Display all that apply

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

- 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).

Explain the qualifying circumstances:

The set-up/installation and break-down of barricades, fencing, and other crowd and traffic safety equipment services are required on a temporary and immediate basis during special events (e.g., Pride Parade, Fleet Week), vehicular accidents, temporary street/sewer paving and repair work, or other unanticipated circumstances in the public right-of-way that poses a risk to public safety. The City also lacks the resources and storage facilities to own, maintain, and store all such equipment when needs are intermittent and on a temporary basis.

B. Reason for the request for modification:

The Office of Contract Administration reviewed the needs for the services and found that additional \$750,000 in services will be required to award the Term Contract to two vendors. No change in duration for 5 years with contract starting from November 1, 2023 through October 31, 2028.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Contractors must have knowledge and experience with handling hand tools and power tools for properly setting up various barricades, fences, and other equipment used in crowd and traffic control. The ability to read and understand instructions, plans, and maps of events and work zone locations is also required.
- B. Which, if any, civil service class(es) normally perform(s) this work? 7220, Asphalt Finisher Supervisor 1; 7311, Cement Mason; 7344, Carpenter; 7404, Asphalt Finisher; 7421, Sewer Maintenance Worker; 7449, Sewer Service Worker; 7501, Environmental Service Worker; 7502, Asphalt Worker; 7514, General Laborer; 8208, Park Patrol Officer; 9212, Airport Safety Officer; Q050, Sergeant, (Police Department);
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Contractors will provide rental barricades, fencing, and other crowd and traffic safety equipment, and store them in their facilities.

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 set-up/installation and break-down services of rented barricades, fencing, and other crowd and traffic safety equipment for events (e.g., parades, Fleet Week) and other short-term circumstances (e.g., street/sewer paving and repair) that take place in public spaces and the public right-of-way must be performed by the contractors because the equipment is the property of the contractors. Contractors ensure safe and proper use of their equipment in performing these services.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain: No. Services are needed only on a temporary and intermittent basis, such as for special events (e.g., Pride Parade, Fleet Week) or during temporary repair work in the public right-of-way. Once such crowd and traffic safety equipment are set up, further services are typically not required until equipment is to be removed at the end of a parade or repair work. Further, when the City rents such equipment, services must be performed by the contractors to ensure safe and proper setup and removal.

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 be provided.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 11/10/23, the Department notified the following employee organizations of this PSC/RFP request:
SFPOA - Q2-Q50; SEIU 1021 Miscellaneous; Plumbers, Local 38; Laborers, Local 261; Cement Masons, Local 580; Carpenters, Local 22;

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

Name: Lynn Khaw Phone: 4155546296 Email: lynn.khaw@sfgov.org

Address: City Hall, Room 430, 1 Dr. Carlton B. Goodlett Pl., San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 46672 - 22/23

DHR Analysis/Recommendation:

Civil Service Commission Action:

Commission Approval Required

DHR Approved for 02/05/2024

Receipt of Union Notification(s)

From: [Khaw, Lynn \(ADM\)](#)
To: larryjr@ualocal38.org; ichiarenza@ualocal38.org
Cc: [DHR-PSCCoordinator, DHR \(HRD\)](#)
Subject: Notification; FW: Receipt of Modification Request to PSC # 46672 - 22/23 - MODIFICATIONS
Date: Friday, November 10, 2023 10:57:00 AM
Attachments: [PSC #46672 - 22-23, Mod 1, Set-Up, Breakdown of Barricades, Fences, Submitted 11-10-23.pdf](#)

Dear UA Local 38,

The Office of Contract Administration proposes an amendment for PSC #46672 22/23 for As-Needed Set-Up/Installation & Break-Down of Barricades, Fences, & Traffic Safety Equipment with an increased amount of \$750,000 and no change in duration.

City departments are required by the Department of Human Resources and the Civil Service Commission to notify employee organizations when requesting to contract for services that City employees could possibly perform. In this case, Class 7449, Sewer Service Worker might perform some of these services. Your union, Teamsters Local 38, is not listed to be notified through the City's on-line system. Other unions are being notified through the system as forwarded below. Therefore, we are advising you via this email. Typically, unions 30 days to raise questions about a PSC.

If you should have any questions, please let me know at lynn.khaw@sfgov.org, or contact the Department of Human Resources, DHR-PSC coordinator at dhr-psccoordinator@sfgov.org

Sincerely,
Lynn
Departmental Personal Services Contract Coordinator

Lynn Khaw, CPPO, CPPB, C.P.M.
Office of Contract Administration
City & County of San Francisco
(628) 652-1623 | lynn.khaw@sfgov.org
Working Remotely: Mon, Tues, and Wed

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-----Original Message-----

From: dhr-psccoordinator@sfgov.org <dhr-psccoordinator@sfgov.org> On Behalf Of lynn.khaw@sfgov.org
Sent: Friday, November 10, 2023 10:16 AM
To: Khaw, Lynn (ADM) <lynn.khaw@sfgov.org>; mlobre@sfpoa.org; @sfpoa.org; Tracy McCray <tracym@sfpoa.org>; matthew.torres@seiu1021.org; SF-DHR-Info@seiu1021.org; Najuawanda Daniels <najuawanda.daniels@seiu1021.org>; Jason Klumb <Jason.Klumb@seiu1021.org>; Frigault, Noah (HRC) <noah.frigault@sfgov.org>; Meyers, Julie (HSA) <julie.meyers@sfgov.org>; Thomas Vitale <thomas.vitale@seiu1021.org>; Ricardo.lopez@sfgov.org; Kbasconcillo@sfwater.org; pcamarillo_seiu@sbcglobal.net; Wendy Frigillana <wendy.frigillana@seiu1021.org>; pscreview@seiu1021.org; ted.zarzecki@seiu1021.net; davidmkersten@gmail.com; XiuMin Li <xiumin.li@seiu1021.org>; Sin.Yee.Poon@sfgov.org; David Canham <david.canham@seiu1021.org>; jtanner940@aol.com; laborers261@gmail.com; djohnson@opemialocal300.org; Sean McGarry <smcgarry@nccrc.org>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccoordinator@sfgov.org>
Subject: Receipt of Modification Request to PSC # 46672 - 22/23 - MODIFICATIONS

PSC RECEIPT of Modification notification sent to Unions and DHR

The GENERAL SERVICES AGENCY - CITY ADMIN -- ADM has submitted a modification request for a Personal Services Contract (PSC) for \$750,000 for services for the period November 1, 2023 – October 31, 2028. For all Modification requests, there is a 7-Day noticed to the union(s) prior to DHR Review.

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

After logging into the system please select link below:

<http://apps.sfgov.org/dhrdrupal/node/21683>

Email sent to the following addresses: smcgarry@nccrc.org djohnson@opcmialocal300.org laborers261@gmail.com jtanner940@aol.com david.canham@seiu1021.org Sin.Yee.Poon@sfgov.org xiumin.li@seiu1021.org davidmkersten@gmail.com ted.zarzecki@seiu1021.net pscreview@seiu1021.org Wendy.Frigillana@seiu1021.org pcamarillo_seiu@sbcglobal.net Kbasconcillo@sflower.org Ricardo.lopez@sfgov.org thomas.vitale@seiu1021.org Julie.Meyers@sfgov.org noah.frigault@sfgov.org jason.klumb@seiu1021.org najuawanda.daniels@seiu1021.org SF-DHR-Info@seiu1021.org matthew.torres@seiu1021.org tracym@sfpoa.org @sfpoa.org mlobre@sfpoa.org

Additional Attachment(s)

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: GENERAL SERVICES AGENCY - CITY ADMIN -- ADM

Dept. Code: ADM

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

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

Type of Service: As-Needed Set-Up/Installation & Break-Down of Barricades, Fences, & Traffic Safety Equipment

Funding Source: General Fund

PSC Duration: 5 years

PSC Amount: \$750,000

1. Description of Work

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

Contractors shall provide set-up/installation and break-down services of barricades, fencing, and other crowd and traffic safety equipment that are rented, and at times, may be purchased by City departments, to ensure public safety during various special events (e.g., Pride Parade, Warriors championship parade, Fleet Week) and for other circumstances, including street/sewer paving and repair, vehicular accidents, etc. that require temporary crowd and/or traffic safety control measures.

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

The City requires timely set-up and removal of temporary barricades, fencing, and other crowd and traffic safety control equipment to ensure public safety during special events (e.g., parades, Fleet Week) and other circumstances (e.g., street/sewer paving and repair) that take place in public spaces and the public right-of-way. Because these services are primarily temporary crowd and traffic safety needs, the City typically requires a short-term rental of equipment. Contractors own and bear responsibility for a safe and proper setup and removal of the rental equipment. Should such services be denied, contractors will not agree to rent their barricades, fences, and other crowd and traffic safety equipment to the City as contractors will not be able to ensure the proper setup, functioning, and removal of their property. This, in turn, would put public safety at risk during the events, such as the Pride Parade, Fleet Week, and in the vicinity of critical street/sewer/right-of-way repairs. Further, if these services are denied, the City would need to purchase, store, and maintain all such equipment, which is operationally infeasible due to no storage and needs are intermittent and on a temporary 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 were previously provided using other City procurement methods.

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):

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

- 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 set-up/installation and break-down of barricades, fencing, and other crowd and traffic safety equipment services are required on a temporary and immediate basis during special events (e.g., Pride Parade, Fleet Week), vehicular accidents, temporary street/sewer paving and repair work, or other unanticipated circumstances in the public right-of-way that poses a risk to public safety. The City also lacks the resources and storage facilities to own, maintain, and store all such equipment when needs are intermittent and on a temporary basis.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Contractors must have knowledge and experience with handling hand tools and power tools for properly setting up various barricades, fences, and other equipment used in crowd and traffic control. The ability to read and understand instructions, plans, and maps of events and work zone locations is also required.
- B. Which, if any, civil service class(es) normally perform(s) this work? 7220, Asphalt Finisher Supervisor 1; 7311, Cement Mason; 7344, Carpenter; 7404, Asphalt Finisher; 7421, Sewer Maintenance Worker; 7449, Sewer Service Worker; 7501, Environmental Service Worker; 7502, Asphalt Worker; 7514, General Laborer; 8208, Park Patrol Officer; 9212, Airport Safety Officer; Q050, Sergeant, (Police Department);
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Contractors will provide rental barricades, fencing, and other crowd and traffic safety equipment, and store them in their facilities.

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

No resources are available within the City as these services are primarily performed on non-City-owned equipment. Services are typically needed intermittently and under temporary circumstances.

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

- A. Explain why civil service classes are not applicable.
The set-up/installation and break-down services of rented barricades, fencing, and other crowd and traffic safety equipment for events (e.g., parades, Fleet Week) and other short-term circumstances (e.g., street/sewer paving and repair) that take place in public spaces and the public right-of-way must be performed by the contractors because the equipment is the property of the contractors. Contractors ensure safe and proper use of their equipment in performing these services.
- B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain. No. Services are needed only on a temporary and intermittent basis, such as for special events (e.g., Pride Parade, Fleet Week) or during temporary repair work in the public right-of-way. Once such crowd and traffic safety equipment are set up, further services are typically not required until equipment is to be removed at the end of a parade or repair work. Further, when the City rents such equipment, services must be performed by the contractors to ensure safe and proper setup and removal.

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. No training will be provided.
- C. Are there legal mandates requiring the use of contractual services?
No.
- D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.
- E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.
- F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 07/22/2022, the Department notified the following employee organizations of this PSC/RFP request:
Carpenters, Local 22; Cement Masons, Local 580; Laborers, Local 261; Plumbers, Local 38; SEIU 1021
Miscellaneous; SFPOA - Q2-Q50

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

Name: Lynn Khaw Phone: 4155546296 Email: lynn.khaw@sfgov.org

Address: City Hall, Room 430, 1 Dr. Carlton B. Goodlett Pl. San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 46672 - 22/23

DHR Analysis/Recommendation:

action date: 11/21/2022

Commission Approval Required

Approved by Civil Service Commission

11/21/2022 DHR Approved for 11/21/2022