



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

**LONDON N. BREED
MAYOR**

**MINUTES
Regular Meeting
March 18, 2024**

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

This meeting will be held in person at the location listed above. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or by calling (415) 655-0001 and entering meeting id # 2661 343 5716. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
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Press # twice to listen to the meeting via audio conference
Dial *3 when you are ready to queue**

LONDON N. BREED, MAYOR

COMMISSIONERS

JACQUELINE MINOR

President

KATE FAVETTI

Vice President

F.X. CROWLEY

VITUS LEUNG

ELIZABETH SALVESON

SANDRA ENG

Executive Officer

The public is encouraged to submit comments in advance of the meeting by email at civilservice@sfgov.org, or by voicemail message at the CSC Office main line at 628-652-1100. Comments submitted by 5:00 pm the Friday before the meeting will be included in the record. During commission meeting use the Civil Service Commission's dedicated public comment line 1-415-655-0001, Access Code # 2661 343 5716.

CALL TO ORDER

2:00 p.m.

ROLL CALL

President Jacqueline P. Minor	Present
Vice President Kate Favetti	Present
Commissioner F. X. Crowley	Present
Commissioner Vitus Leung	Present
Commissioner Elizabeth Salveson	Present

President Jacqueline P. Minor presided.

REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION OF THE CIVIL SERVICE COMMISSION BUT NOT APPEARING ON TODAY'S AGENDA (Item No. 2)

Deborah Stein, asked the Commission to remove item #14 Review of Request for Approval of Proposed PSC No. 49137-14/15 from the DPH from the agenda.

APPROVAL OF MINUTES (Item No. 3) Item

Regular Meeting of March 4, 2024 – 2:00 p.m.

Action: Adopted the Minutes as corrected. (Vote of 5 to 0)

ANNOUNCEMENTS (Item No. 4)

The Municipal Transportation Agency withdrew PSC #s 44053-23/24 and 49916-23/24.

The Department of Public Health requested to postpone PSC #45109-23/24.

HUMAN RESOURCES DIRECTOR'S REPORT (Item No. 5)

None.

EXECUTIVE OFFICER’S REPORT

0050-24-1 Preliminary Work Plan: Salary Setting for the City and County of San Francisco Board of Supervisors for a five (5) year cycle, effective July 1, 2024, through June 30, 2029, in accordance with Charter Section 2.100. (Item No. 6)

Speakers: Luz Morganti, Civil Service Commission

Action: Accepted the report. (Vote of 5 to 0)

Public Comment: Brenda Barros, SEIU 1021

0051-24-1 Civil Service Commission Mid-Year Report for Fiscal Year 2023-2024. (Item No. 7)

Speakers: Sandra Eng, Civil Service Commission

Action: Accepted the report. (Vote of 5 to 0)

0047-24-8 Review of Request for Approval of Proposed Personal Services Contracts. (Item No. 8)

PSC	Department	Amount	Type of Service	Type of Approval	Duration
45745-23/24	City Administrator	\$1,750,000	Servicing a wide array of City vehicles and equipment, such as ride-on mowers, trailers, etc., for tire services including replacing, repairing, mounting and dismounting, balancing, rotating, aligning, and disposing of wheels and tires. Services may take place where equipment or vehicles are in the field, at the vendor’s premises, or at a City yard location.	Regular	03/31/2029
44180-23/24	Controller	\$500,000	Provide arbitrage rebate and compliance services necessary to comply with federal tax law and Internal Revenue Service (IRS) regulations and to calculate and report the rebate liability with respect to the City’s tax exempt fixed and variable rate debt obligations.	Regular	03/1/2029
45913-23/24	Department of Emergency Management	\$6,000,000	Contractor will provide software, maintenance, support, and services to the eight urban areas collectively known as 'California Urban Area Subscribers' under a statewide risk management program. The program leverages local and regional risk management, critical infrastructure assessments, and cybersecurity services to create a common threat awareness picture for the State of California. Contractor will provide a variety of services to support this effort, including: Maintenance of a cloud-based Protected Critical Infrastructure Information (PCII) configured critical infrastructure database; vulnerability assessment and real-time incident management tools; provision of training to support platforms; consultant services for annual threat and hazard analysis and capability assessments; and cybersecurity services to increase cyber readiness within the region.	Regular	02/28/2028
47741-23/24	Department of Emergency Management	\$500,000	The Bay Area Urban Areas Security Initiative (UASI) is a regional grant program that encompasses 12 Bay Area counties and the core cities of San Francisco, Oakland and San Jose. This program is overseen by a regional policy making body called the Bay Area UASI Approval Authority. On occasion, the Approval Authority may need to seek legal advice as a regional body. The contractor will provide the Bay Area UASI Approval Authority with legal counsel and advise the body on various matters pertaining to open meetings, parliamentary procedures, grants administration, and other issues relating to the regional grant that may arise.	Regular	02/29/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
44045-23/24	Municipal Transportation Agency	\$200,000	Consultant services are needed here to support the SFMTA in its understanding the parking and loading impacts and associated stakeholder outreach and engagement needs along Valencia should the agency pursue a long-term project concept along the corridor. Consultant assistance is needed to identify relevant stakeholders and schedule and facilitate focus groups with identified stakeholders particularly focusing on the delivery logistics and loading needs along commercial corridors in San Francisco; to collect parking and loading data and to analyze and predict impacts from altering the roadway configuration of or roadway access along Valencia Street; to investigate curbside policies, legislation, and programs necessary for successful operations of a newly configured roadway or how to properly enforce roadway closure and provide delivery and freight access to businesses; draft a report that synthesizes all of the information gathering and analysis and provides recommendations based on long-term project concept(s) along Valencia Street.	Regular	12/31/2024
45811-23/24	Municipal Transportation Agency	\$12,000,000	The San Francisco Municipal Transportation Agency (SFMTA) requires streets teams to provide outreach, information, and customer education and information services, and serve as the SFMTA's "Ambassadors" to the general public during service impacts such as sports events, street fairs, parades, and other public events. The teams would also provide services during crises such as transit agency shutdowns, direct the SFMTA's customers to current or re-routed transit connections, and provide other transit information, as needed, in multiple languages.	Regular	09/14/2027
49916-23/24	Municipal Transportation Agency	\$199,000	On as needed basis, vendors to furnish and install network infrastructure at San Francisco Municipal Transportation Agency (SFMTA) facilities. Walks through for the designated assignments and provide timeline of assignment completions. Provides materials such as cables, wires, etc. for the assignment. Provides labor to handle the tasks of assignment. Works with SFMTA networking team supervision during assignment, maintaining a safe and management space at site and maintains communication with SFMTA networking team throughout the assignment.	Regular	01/30/2026
45109-23/24 <i>Postpone to the meeting of June 17, 2024</i>	Public Health	\$900,000	The selected contractor shall pick up resident's personal laundry to wash, dry, fold, seal, and return all clothing and items of Laguna Honda Hospital residents. The contractor shall do so daily while maintaining a 24-to-48-hour turn-around time. The work must adhere to Title 22 requirements as outlined in the contract.	Regular	06/30/2026
47896-23/24	Public Health	\$24,000,000	The selected contractors will provide behavioral health services and early intervention programs to all populations and ethnicities in San Francisco, with focused expertise to support the unique cultural needs of individuals in 1. Latino/a/e/X and Mayan Communities, 2. Native American Communities, and 3. Socially Isolated Older Adult Communities. Contractors will provide Outreach and Engagement, Screening and Assessment, Wellness Promotion, Individual/Group Therapeutic Services, and Service Linkage.	Regular	12/31/2030 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i>
36499-23/24	Public Utilities Commission	\$150,000	System Operations Support provides technical support and assistance to operate and maintain the Living Machine System to ensure the Living Machine system meets performance. Vegetation Management provides continuing maintenance and management of the highly specialized vegetation in the planted wetland Cells of the Living Machine System and other areas and ensure that the maintenance meets the requirements of the system.	Regular	03/31/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
41532-23/24	Public Utilities Commission	\$1,938,680	Cooperative water resources program between the San Francisco Public Utilities Commission (SFPUC) and the United States Geological Survey (USGS), to maintain hydrologic records, monitor, maintain, and measure stream and reservoir storage gauges. Under the 1913 Raker Act (federal law), the SFPUC is obligated to monitor the natural flow in the Tuolumne River at or above La Grange Dam. The USGS maintains stream and reservoir storage gauges across the United States for the purpose of measuring stream flow and characterizing hydrology and is recognized for its neutral third-party independence and scientific expertise in hydrologic monitoring. The SFPUC relies on the independence and expertise of the USGS to maintain hydrologic records on the Tuolumne River and its tributaries to meet its obligations under the Raker Act.	Regular	10/1/2029
41699-23/24	Public Utilities Commission	\$2,400,000	SFPUC will seek to retain the services of a qualified contractor on an as-needed basis to survey existing water meter locations, install on existing meters the temporary leased external equipment (supplied & maintained by contractor), and diagnose maintenance and/or repair requirements. The leased equipment will diagnose if water meter is performing within manufacturer accuracy & functionality specifications & provide maintenance recommendations for under-performing meters so that maintenance activities can be implemented efficiently with one site visit (or one truck-roll). SFPUC seeks this service for up to 1,200 large meters with the initial surveying making up approximately 10% of the total anticipated cost, equipment installation and leasing approximately 80%, and diagnostics approximately 10%.	Regular	07/02/2029
44552-23/24	Public Works	\$4,000,000	The Consultants will provide expert elevator design consultation services to ensure that our projects achieve the highest quality in elevator design. Elevator Consultants are highly specialized consultants who are experts in the area of vertical transportation. A professional elevator consultant will provide analysis of the building population, traffic, use and travel times required for elevators. They will also provide specifications and coordination with the Architects and Engineers to ensure the number and type of proper elevators are specified and employed for the project. In summary, the Elevator consultant will provide an analysis and specification in order to create the most efficient transportation solution for a specific building.	Regular	07/31/2031 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i>
45988-23/24	Public Works	\$45,000,000	Consultants will perform specialized, critical, and urgent project control and construction management services that include project management, construction management, constructability review, cost estimating, scheduling, claim analysis, partnering, and other related services for various projects managed by Public Works on an as-needed basis.	Regular	06/30/2031 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i>
46897-21/22	Department of Homelessness and Supportive Housing	Current Approved Amount \$450,000 Increase Amount Requested \$1,065,216 New Total Amount Requested \$1,515,216	The purpose of the contract is to provide inspection services related to federal subsidized housing required by the U.S Department of Housing and Urban Development (HUD). Scope Change: The change in scope from the original approved PSC is inspection services will be expanded to include locally subsidized housing units in addition to federally subsidized housing units in PSH sites.	Modification	06/30/2025

PSC	Department	Amount	Type of Service	Type of Approval	Duration
48509-20/21	Public Health	Current Approved Amount \$8,000,000 Increase Amount Requested \$8,200,000 New Total Amount Requested \$16,200,000	This PSC is for a system to monitor and track the temperature of equipment, including scientific, diagnostic, kitchen, medical and other equipment. In addition, contractors may support building thermostat, environmental climate, or other temperature monitoring, control, and related systems. System(s) may also include hosted or on-premises IT solutions specific to temperature and climate control systems. The proposed services are above and beyond routine maintenance and repairs performed by City workers.	Modification	12/31/2031 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i>
39401-20/21	Treasurer/Tax Collector	Current Approved Amount \$100,000 Increase Amount Requested \$100,000 New Total Amount Requested \$200,000	Long-term Drupal support for the Treasurer and Tax Collector (TTX), the Office of Financial Empowerment (OFE) and the Financial Justice Project (FJP) websites to provide: • Drupal updates and module upgrades • Design and development support and modifications • Monthly meetings to review status and support needs for website • Maintain automated deployment preview environments • Deliver City and County of San Francisco (CCSF) base theme module packages to each site’s code base • Bug fixes and security patches • Updating content types/views • Third-party integrations and commerce updates • CSS/HTML changes • Performance enhancements and use experience strategy • Google Analytics, Technical SEO and user research • Content Entry, Consulting and Training	Modification	06/30/2027

Speakers: Reanna Albert, Department of Public Health spoke on PSC #47896-23/24
 Shawndrea Hale and Ivy Fine, Public Utilities Commission spoke on PSC #36499-2324
 Alaric Degrafinried, Olivia Lee, and Julia Laue, Department of Public Works spoke on 45988-23/24

- Action:**
- 1) Approved PSC #47896-23/24 from the Department of Public Health with the condition to report back to the Commission regarding staffing data. (Vote of 5 to 0)
 - 2) Withdrew the PSCs #44045-23/24 and #49916-23/24 at the request of the Municipal Transportation Agency. (Vote of 5 to 0)
 - 3) Postpone PSC #45109-23/24 from the Department of Public Health to the meeting of June 17, 2024. (Vote of 5 to 0)
 - 4) Approved PSC #36499-23/24 from the Public Utilities Commission, through July 1, 2024, subject to completion of technical improvements on the PSC database; if the applicable technical improvements are not completed PSC #36499-23/24 shall be calendared for further consideration by the Commission. (Vote of 5 to 0)
 - 5) Continued PSC 45988-23/24 from the Department of Public Works to the meeting of April 1, 2024. (Vote of 5 to 0)
 - 6) Adopted the report. Approved the remaining requests for proposed Personal Services Contract: Notify the office of the Controller and the office of Contract Administration. (Vote of 5 to 0)

Public Comment: Cheryl Thornton

0046-24-8 Follow-Up Report on Personal Services Contract Number 43520-23/24 from the Department of Public Works. (Item No. 9)

February 5, 2024: Approved PSC #43520 – 23/24 from the Department of Public Works with the proviso that the department provide an annual report on the use of the as-needed contract for cost estimation and a report back on the use of the previous contract (approved PSC #48340-20/21) for \$9M.

Speakers: None.

Action: Accepted the report. (Vote of 5 to 0)

0045-24-1 Report of Expired Exempt Appointments under Charter Sections 10.104-16 through 10.104-18 for the period of July 1, 2023, to December 31, 2023. (Item No. 10)

Speakers: None.

Action: Adopted the report. (Vote of 5 to 0)

0049-24-1 Report of Exempt Appointments and Position Requests Under Charter Sections 10.104- 16 through 10.104-18 for the period of July 1, 2023, to December 31, 2023. (Item No. 11)

Speakers: None.

Action: Adopt the report. (Vote of 5 to 0)

0048-24-1 Report of Future Employment Restrictions and Probationary Releases for the period of July 1, 2023, to December 31, 2023. (Item No. 12)

Speakers: None

Action: Adopted the report. (Vote of 5 to 0)

Public Comment: Jesse Stanton, SEIU Local 1021
Katrina Williams, Human Services Agency

0014-24-1 Follow-Up Report on Registered Nurse Hiring from Department of Public Health. (Item No. 13)

January 30, 2024: Postponed to the meeting of March 4, 2024, at the request of the Department of Public Health.

March 4, 2024; Postponed to the meeting of March 18, 2024, at the request of the Department of Public Health.

Speakers: Luenna Kim, Department of Public Health
Troy Williams, Department of Public Health
Kimberlee Walden, Department of Public Health
Scott Dewolfe, Department of Public Health
Ericka Thorson, Department of Public Health
Richa Dhanju, Department of Public Health
Christina Bloom, Department of Public Health

Action: Adopted the report. (Vote of 5 to 0)

Public Comment: Nato Green, SEIU Local 1021
Britney Hewett
Megan Green
Yasmin Anoushiravani
Mark Leach, Teamsters Local 856
Claude Joseph, SEIU Local 1021
Brenda Barros, SEIU Local 1021
Cheryl Thornton
Jennifer Steen
Dawna Rueda
Matthew Harrop
Shanise Smith
Kim Ellon
Yvette Marucut
Elizabeth Sanchez
Elizabeth Marlow
Joy Kang
Jung Hee Noh
Tiffanie Dai
Colleen Witte
Dickey Thukhotsong
Ryan Kimsey
Jenny Van
Dawn Sarrat
Sandra Szeto
Mohammad Baqer
Dorit Betschart
Jamie Gonzalez-Summers
Carol Davenport
Oumar Fall, SEIU Local 1021

0039-24-8 Review of Request for Approval of Proposed Personal Services Contract Number 49137-14/15 from the Department of Public Health. (Item No. 14)

PSC	Department	Amount	Type of Service	Type of Approval	Duration
49137-14/15	Public Health	Current Approved Amount \$169,748,074 Increase Amount Requested \$100,000,000 New Total Amount Requested \$269,748,074	Contractors will provide San Francisco General Hospital (SFGH) and Laguna Honda Hospital (LHH) a continuous, reliable source of intermittent, supplemental, and travel nursing personnel during high patient census, high acuity, unexpected staff illnesses and/or vacations, and to meet State nurse-to-patient staffing ratio requirements. In addition, SFGH is scheduled to transition to a new acute care facility in December of 2015. In order for that transition to be successful, the current staff will require training on the new equipment, technology, patient flow and workflow processes. Supplemental contract nurses and ancillary personnel will be necessary to provide surge capacity in order to back-fill SFGH staff while they attend training sessions and scheduled "day-in-the-life" training simulations.	Modification	10/31/2027

January 30, 2024: Continued PSC #49137-14/15 from the Department of Public Health to the meeting of March 4, 2024.

March 4, 2024: Continued PSC #49137-14/15 from the Department of Public Health to the meeting of March 18, 2024, at the request of the department.

Speakers: Troy Williams, Department of Public Health
 Ramon Williams, Department of Public Health
 Luenna Kim, Department of Public Health
 Drew Murrell, Department of Public Health
 Oumar Fall, SEIU Local 1021
 Nato Green, SEIU Local 1021
 Claude Joseph, SEIU Local 1021
 Megan Green
 Phil Duncan
 Jessica Inouye, SEIU Local 1021
 Robert Longhitano
 Yvette Marucut
 Elizabeth Sanchez
 Elizabeth Marlow
 Joy Kang
 Jung Hee Noh
 Tiffanie Dai
 Colleen Witte
 Dickey Thukhotsong
 Ryan Kimsey
 Jenny Van
 Dawn Sarrat
 Sandra Szeto
 Mohammad Bager

Continued

Action: Adopted the report. Approved PSC #49137-14/15 for a term through June 30, 2025, for \$55M; Need to report back to CSC nine (9) months before expiration; Notify the Office of the Controller and the Office of Contract Administration. (Vote of 4 to 1; Commissioner F.X. Crowley dissented)

Public Comment: Paul Rueckhaus
Megan Green
Norlissa Cooper
Shawnesha Smith
Jennifer Esteen
Kristen Vandling
Yvette Marucut
Elizabeth Sanchez
Carol Davenport
Jenny McGrane
Nato Green, SEIU Local 1021
Oumar Fall, SEIU Local 1021
Kimberly Bellone
Jessica Inouye, SEIU Local 1021

0259-23-7 Request for a Hearing by Zhekun Chen Transit Operator (9163) on Their Future Employment Restrictions with the City and County of San Francisco. (Item No. 15)

Speakers: David Garcia, Municipal Transportation Agency
Kate Kimberlin, Office of the City Attorney
Hugh Do, Interpreter for Appellant and MTA employee
Beverly Tilson, Municipal Transportation Agency
Zhekun Chen, Appellant

Action: Grant the appeal and remove the restrictions. (Vote of 5 to 0)

Public Comment: Lili Li, Appellant’s spouse

COMMISSIONERS’ ANNOUNCEMENTS/REQUESTS (Item No. 16)

Commissioner Vitus Leung expressed how nice it was to attend the Career Center inauguration.

ADJOURNMENT (Item No. 17)

7:44 p.m.