



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

CIVIL SERVICE COMMISSION REPORT TRANSMITTAL (FORM 22)

Refer to Civil Service Commission Procedure for Staff - Submission of
Written Reports for Instructions on Completing and Processing this Form

1. Civil Service Commission Register Number: _____ - _____ -
2. For Civil Service Commission Meeting of: August 19th, 2024
3. Check One: Ratification Agenda
 Consent Agenda
 Regular Agenda
 Human Resources Directors Report
4. Subject: Review of Request of Approval of Proposed Personal Services Contracts
5. Recommendation: Review & Approve
6. Report prepared by: DHR on Behalf of CSC Telephone number:
7. Notifications: **(Attach a list of the person(s) to be notified in the format described in
IV. Commission Report Format -A).**
8. Reviewed and approved for Civil Service Commission Agenda:

 Human Resources Director:

 Date:
9. Submit the original time-stamped copy of this form and person(s) to be notified
(see Item 7 above) along with the required copies of the report to:

**Executive Officer
Civil Service Commission
25 Van Ness Avenue, Suite 720
San Francisco, CA 94102**

10. Receipt-stamp this form in the ACSC RECEIPT STAMP≅ box to the right using the time-stamp in the CSC Office.

Attachment

CSC-22 (11/97)

<p><u>CSC RECEIPT STAMP</u></p>
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Table of Contents
PSC Submissions

New

DHRPSC0004138 v 0.01	Emergency Management	1
DHRPSC0004149 v 0.01	Emergency Management	5
DHRPSC0004143 v 0.01	Municipal Transportation Agency	11
DHRPSC0004135 v 0.01	Port	23
DHRPSC0004137 v 0.01	Public Utilities Commission	27
DHRPSC0004141 v 0.01	Recreation and Park	31
DHRPSC0004136 v 0.01	Technology	35

**PSC Requests Scheduled for
August 19, 2024**

PSC	Department	Type of Approval	New Amount	Cumulative Total	Description	New Duration	Cumulative Duration
DHRPSC0004138 v 0.01	DEM	New	\$ 800,000	\$ 800,000	48589 - 23/24 - Professional Services to advise on configuration of Public Safety CAD network	28	28
DHRPSC0004149 v 0.01	DEM	New	\$ 9,000,000	\$ 9,000,000	42720 - 23/24 - Professional Services	60	60
DHRPSC0004143 v 0.01	MTA	New	\$ 30,000,000	\$ 30,000,000	43060 - 23/24 - Train control system procurement, design, and construction support	120	120
DHRPSC0004135 v 0.01	PRT	New	\$ 1,000,000	\$ 1,000,000	44239 - 23/24 - Project management and engineering	28	28
DHRPSC0004137 v 0.01	PUC	New	\$ 10,000,000	\$ 10,000,000	46943 - 23/24 - Southeast Treatment Plant Biogas Utilization Project Design-Build	49	49
DHRPSC0004141 v 0.01	REC	New	\$ 1,600,000	\$ 1,600,000	44105 - 23/24 - Professional Services including specialty design and engineering services	120	120
DHRPSC0004136 v 0.01	TIS	New	\$ 5,000,000	\$ 5,000,000	44322 - 23/24 - Cloud Web Services - Technical Support	48	48
TOTAL			\$57,400,000	\$57,400,000			

**New
Personal Services Contracts**

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: DEM

Submitted By: Thomas Chen

Department Coordinator: Thomas Chen,
Thomas.Chen@sfgov.org

Project Manager: Thomas Chen

ServiceNow Number: DHRPSC0004138

Version: 0.01

Version Type: New

Brief description of proposed work: 48589 - 23/24 - Professional Services to advise on configuration of Public Safety CAD network

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$800,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 28

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: DEM needs support to install, integrate, configure and test the new network and server equipment with the new CAD software/system. The PSC will provide 3rd party oversight, consulting, equipment expertise to help review configurations, advise on networking and cyber security protocols and deployment.

Why are these services required and what are the consequences of denial?: DEM has executed a contract with a vendor to replace the City's 911 Computer Aided Dispatch (CAD) System and is in the initial phases of the implementation. The CAD Replacement project is a COIT-funded Major IT Project that requires timely implementation to avoid system failures from the current 911 CAD System which has been declared end-of-life by the current vendor. The

implementation of the DEM Public Safety Computer Aided Dispatch Network and Security Infrastructure is requires initial implementation by November 2024. DEM requires this vendors services as it provides the lowest risk in meeting this milestone. Failure to meet the milestone would delay the CAD Replacement Project and likely trigger costly change orders for project delays. The vendor has been working with the existing DEM network infrastructure on the migration from end-of-life products, and assisting in the 911 Dispatch Center construction project for the migration of the DEM Network equipment. Because of this experience, the vendor has the technical and institutional knowledge of our current network, organizational structures, and personnel, which will be leveraged to implement the network replacement at the lowest risk to the City.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: Yes

Q4a) What facilities or equipment does the City lack that contractor possesses?: Specialized services for a mission-critical industry and applications for a large-scale IT system procure and implemented on a cyclical basis every 10 years.

Does the dept plan to acquire the facilities/equipment to perform the services?: Yes

Provide plan and timeline to secure what is required to perform the services: Existing civil service staff will be trained to maintain the equipment.

Additional information to support your request (Optional): The professional services vendor will assist with the configure the infrastructure. They will train City staff on how to be the first line of maintenance for issues that arise with the network. Due to the mission-critical nature of this system, it is imperative that DEM have consulting help from industry professionals to keep the system operational.

Union Notifications

Job Class(es): 1044 - IS Engineer-Principal

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21PSCReview@ifpte21.org, ewallace@ifpte21.org, jnuti@ifpte21.org, sportillo@ifpte21.orgKdavis, amakayan@ifpte21.org, jnuti@ifpte21.org,

kpage@ifpte21.org, jharding@ifpte21.org, mweirick@ifpte21.org, Dho@ifpte21.org,
Agarza@ifpte21.org

Union Review Sent On: 6/17/2024

Union Review End Date: 7/17/2024

Union Review Duration Met On: 7/18/2024

Chen, Thomas (DEM)

From: dhr-psccordinator@sfgov.org on behalf of Thomas.Chen@sfgov.org
Sent: Monday, June 17, 2024 12:22 PM
To: Chen, Thomas (DEM); Laxamana, Junko (DBI); sportillo@ifpte21.org; agarza@ifpte21.org; amakayan@ifpte21.org; jnuti@ifpte21.org; 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; Geddes, Michelle (DEM); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 48589 - 23/24

RECEIPT for Union Notification for PSC 48589 - 23/24 more than \$100k

The DEPARTMENT OF EMERGENCY MANAGEMENT -- ECD has submitted a request for a Personal Services Contract (PSC) 48589 - 23/24 for \$800,000 for Initial Request services for the period 07/22/2024 – 11/30/2026. 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/22568> For union notification, please see the TO: field of the email to verify receipt. If you do not see all the unions you intended to contact, the PSC Coordinator must change the state back to NOT READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again , change the state back START UNION NOTIFICATION and SAVE. You should receive the email with all unions to the TO: field as intended

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: DEM

Submitted By: Thomas Chen

Department Coordinator: Thomas Chen,
Thomas.Chen@sfgov.org

Project Manager: Thomas Chen

ServiceNow Number: DHRPSC0004149

Version: 0.01

Version Type: New

Brief description of proposed work: 42720 - 23/24 - Professional Services

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$9,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 60

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: In 2023, DEM, in partnership with Urban Alchemy, the organization selected through a competitive bid process, launched a pilot year of what is called the Homeless Engagement Assistance Response Team (HEART). The pilot year was extremely successful with UA/HEART responding to almost triple the volume of calls anticipated by DEM. HEART has quickly become fully integrated into SF's Department of Emergency Communication's work flow and the SF Coordinated Street Response Program (the network of all street response teams).

Unique from other street response services, HEART provides "rapid response" to third party calls from the public related to concerns with the needs of people experiencing homelessness. The public submits requests through the non-emergency number and 311, requests for HEART to engage with small encampments, and people experiencing homelessness. HEART assesses for ADA compliance, assesses needs, brokers services, transports and closely coordinates with other street teams. Prior to HEART there was no, non-law-enforcement team dedicated to these calls from the public and calls could sit for long periods of time as law enforcement responded to an array of other calls involving crimes and violence.

To continue to meet the services demands of the city, DEM seeks to expand the funding authority of this contract and (contingent on RFP limits) and the duration timeline as detailed above.

Why are these services required and what are the consequences of denial?: There is no other non-law enforcement team that is dedicated to or has the bandwidth to be dedicated to these third party calls from the public. SFPD does not either. Thousands of calls from the public regarding concerns with the needs of people experiencing homelessness would go unanswered.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 1

Why have you not hired City employees to perform the services?: The HEART team possesses a unique blend of personal experience with homelessness, emergency communications and outreach and engagement skills, and coming from a non-profit agency, helps to break down structural barriers that sometimes exist between an extremely vulnerable, homeless population and city services. HEART is a tremendous bridge between people in distress on the streets and city service.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: No

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services: •

Willingness to work in collaboration with social services, and infrequently, but sometimes necessarily with law enforcement to meet the needs of people experiencing homelessness – adults and their children. • History participating in a multi-department collaboration to meet the needs of people experiencing homelessness. • History of working with a department of communications/911 call center. • History of working with 311 call center and queues; experience using the Verint ticket system. • History of using staffed channel radios. • Expertise in working with people experiencing homelessness and linking them to services. • Knowledge of human and homelessness services network in San Francisco. • Ability to interact professionally, as needed with business owners and the public when performing duties. • Compassionate and client-centered services approach.

Q5c) Does City have classifications with the required specialized skills or expertise?: Yes

Q5c1) Identify the classifications: 2586 - Health Worker 2

Q5c2) Does the Department have employees in these classifications?: No

Q5c3) Will you be hiring employees in these classifications?: No

Q5c4) Explain why you are not hiring in these classifications: Specialized skills and community resources are required to perform the services. Also, it is more cost effective to contract the service out than hiring city employees.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: No

Q5e1) Explain why training of City employees is not required: No Training. City worker will not have the skills, past experiences nor resources to perform this work.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: No plan. The project success is depending on benefit from an organization that is rooted in a community that is most impacted by street level crisis and by hiring people whose life experiences makes them more proximate to the needs of people and communities who will be served through this work and more proximate to expedited solutions. In addition, there is only funding for two additional years.

Additional information to support your request (Optional): The HEART team possesses a unique blend of personal experience with homelessness, emergency communications and outreach and engagement skills, and coming from a non-profit agency helps to break down structural barriers that sometimes exist between an extremely vulnerable, homeless population and city services. The current model and framework has demonstrated its value and impact on people in distress and the city at large. HEART collaborates regularly with other civil service positions, a partnership grounded in shared goals. The work requires specialized skills and experiences from a community organization that is rooted in the community, and it will not be

efficient for city employees can perform. In addition, the project is temporary as the funding is only for two year; not ongoing.

Union Notifications

Job Class(es): 2586 - Health Worker 2

Labor Unions: 790 - SEIU, Local 1021, Misc

Labor Union Email Addresses: SF-DHR-Info@seiu1021.org, pcamarillo_seiu@sbcglobal.net, david.canham@seiu1021.org, najuawanda.daniels@seiu1021.org, Jennifer.Esteen@seiu1021.org, oumar.fall@seiu1021.org, wendy.frigillana@seiu1021.org, wendy.frigillana@seiu1021.org, carlos.gabriel@seiu1021.org, kristin.hardy@seiu1021.org, jason.klumb@seiu1021.org, xiumin.li@seiu1021.org, julie.meyers@sfgov.org, max.porter@seiu1021.org, jegy.sering@seiu1021.org, jtanner940@aol.com, matthew.torres@seiu1021.org, thomas.vitale@seiu1021.org, sarah.wilson@seiu1021.org, ted.zarzecki@seiu1021.net

Union Review Sent On: 5/23/2024

Union Review End Date: 7/22/2024

Union Review Duration Met On: 7/24/2024

Choi, Suzanne (HRD)

From: dhr-psccordinator@sfgov.org on behalf of Thomas.Chen@sfgov.org
Sent: Thursday, May 23, 2024 11:10 AM
To: Chen, Thomas (DEM); carey.dall@seiu1021.org; Yes@sfgov.org; kristin.hardy@seiu1021.org; Chanel.Brown@seiu1021.org; oumar.fall@seiu1021.org; cade.crowell@seiu1021.org; SF-DHR-Info@seiu1021.org; max.porter@seiu1021.org; jason.klumb@seiu1021.org; Laxamana, Junko (DBI); sarah.wilson@seiu1021.org; Thomas Vitale; Ricardo.lopez@sfgov.org; Kbasconcillo@sfwater.org; Sandeep.lal@seiu1021.me; pcamarillo_seiu@sbcglobal.net; Wendy Frigillana; pscreview@seiu1021.org; ted.zarzecki@seiu1021.net; leah.berlanga@seiu1021.org; davidmkersten@gmail.com; XiuMin Li; Sin.Yee.Poon@sfgov.org; David Canham; jtanner940@aol.com; Chen, Thomas (DEM); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 42720 - 23/24

RECEIPT for Union Notification for PSC 42720 - 23/24 more than \$100k

The DEPARTMENT OF EMERGENCY MANAGEMENT -- ECD has submitted a request for a Personal Services Contract (PSC) 42720 - 23/24 for \$9,000,000 for Initial Request services for the period 10/01/2024 – 09/30/2029. Notification of 30 days (60 days for SEIU) is required.

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

<http://apps.sfgov.org/dhrDrupal/node/22428> 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

List of Previously Approved Contracts for Similar Services (Measured 3 years from the PSC Submission Date)

Instructions:

- Step 1: Download and save this template to your desktop.
- Step 2: Complete the fields below.
- Step 3: Upload a copy of the completed file to your PSC record under the "Required Documentation" tab.

Document Content:

Do not use this document to list contracts let under this PSC record; those will be tracked separately in the PSC record itself at the end of each fiscal year. Rather, use this template to identify other contracts executed by your department for the services now being requested with this PSC submission. The list of contracts should be limited to those executed within the last three years, measured from the date of the PSC submission. The Commission will use this information to determine if there is a pattern of contracting this or similar work out, regardless of which PSC record is associated with those other contracts.

Other than completing the blank fields below, do not change or alter this template.

Dept Acronym:	
Dept Name:	Dept of Emergency Management
PSC Coordinator Name:	Thomas Chen
PSC Coordinator Email:	thomas.chen@sjgov.org
PSC ServiceNow Record Number:	DHRPSC0004149

PSC Contract ID	Contract Start Date	Contract End Date	Contract Not to Exceed Amount	PSC ServiceNow Record Number (if PSC approval was obtained)	Brief Description of Services Rendered
1000028758	5/1/2023	6/30/2024	\$ 4,490,000	46164 - 21/22	Provide Community Response Team services, a community driven initiative that provides rapid, compassionate, and structured responses to targeted, non-medical, non-emergency 911 and

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: MTA

Submitted By: Amy Nuque

Department Coordinator: Amy Nuque,
Amy.Nuque@sfmta.com

Project Manager: Amy Nuque

ServiceNow Number: DHRPSC0004143

Version: 0.01

Version Type: New

Brief description of proposed work: 43060 - 23/24 - Train control system procurement, design, and construction support

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$30,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 120

Funding

Funding Source: Federal Funds, City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: The Train Control Upgrade Project (TCUP) is a capital project that will procure a new Communications Based Train Control (CBTC) system to replace the aging train control signal system currently installed in the Market Street Subway and expand CBTC to the surface. It will provide operations and service planning staff with the tools necessary to deliver reliable, speedy, high-frequency rail transit to, from, and within downtown San Francisco. When installed, the new CBTC system will cover the entire Muni Metro railway. The CBTC system needs to be designed and engineered to meet SFMTA's requirements and ensure safety, reliability, availability, and maintainability. After preliminary design, train control components will be installed along the Muni Metro trackway and fitted to the LRV4 light rail vehicles in a geographically phased approach. Each phase will feature detailed

design and construction, with project completion expected in FY35.

This contract will select a professional services consultant to provide technical assistance to the SFMTA for the duration of the project, and this contract will be extended through FY35 to support warranty. Technical consulting services are needed to support the procurement, design, engineering, contract administration, integration, construction management, deployment, and acceptance of a new CBTC system, through each planned phase. These services must be provided by a qualified professional services consultant with experience supporting public transit agencies in the procurement and delivery of specialized CBTC systems to public transit agencies

Why are these services required and what are the consequences of denial?: As an agency, SFMTA will operate, configure, and maintain the new train control system. Staff have extensive experience using the existing train control system to smoothly provide transit services. However, replacing the existing system is a one-time capital project that will require comparative CBTC system expertise that the agency does not possess. Existing agency rail operations and signal maintenance staff will require retraining in the new technology. A qualified professional services consultant will have worked with a variety of similarly sized transit agencies to procure new train control systems and support the design and delivery of the technology. The existing train control system in operation on Muni Metro was procured in 1994 so the agency will benefit from the support of a professional services consultant with modern expertise. SFMTA is orchestrating the efforts of multiple contractors in order to deliver this project, including the train control system supplier, the vehicle manufacturer, electrical contractors for installation, and other construction contracts. Each of these contractors will be individually contracted to SFMTA, so SFMTA holds much of the risk of coordination and resolution of disputes which may arise. SFMTA needs technical staff with extensive train control project experience to properly supervise this work and provide quality control oversight. Using an experienced consultant to augment agency staff is a recognized best practice for train control project success. BART is also undergoing a train control upgrade project and has employed a professional services consultant on that project with a similar scope of work. Without this support, SFMTA will not be able to augment its staff with train control experts when procuring and transitioning to the new CBTC system. There will be a greater risk that design flaws and technical defects will not be found during design and delivery, and the quality of the installation will likely be reduced without experienced technical oversight. These quality issues may arise during revenue service and lead to major Muni rail service disruptions. SFMTA may have trouble measuring performance and enforcing the performance based elements of its contracts, potentially resulting in millions of dollars of additional costs to the City. The SFMTA may also encounter problems with FTA and CPUC oversight and certification, which will lead to delays in implementation. SFMTA has had difficulty hiring engineering staff with any train control experience to its project team. Without consultant augmentation of its staff, SFMTA will not be able to give junior engineers on the job training to grow the expertise of its workforce.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: Yes

Provide details related to contracts for which BOS approval will be required?: Resolution No. 231107-091 approved 11/07/2023

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

Yes

Q1a) Clearly describe & site the regulatory/legal requirements to support outsourcing: The SF Board of Supervisors approved a resolution authorizing the SFMTA to proceed with the project contracting structure including a contract for the TCUP Supplier to design the train control system, separate contracts to build/install the new train control system over several phases, and a Consultant to support SFMTA in managing the Supplier and Installer contracts, as well as to augment SFMTA staff resources, and to provide international train control expertise to the agency. The SFBOS is further expected to act on this proposed contract in October 2024.

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: No

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services: The selected consultant should have expertise supporting similarly sized transit systems through all phases of modern CBTC system procurement, design, and installation. Demonstrated experience with current train control technology, regulatory environments, and best practices for procurement, design, and construction will be key. The selected consultant will have successfully provided technical services to agencies of similar size and complexity as the SFMTA and shall bring CBTC experts in the field of engineering, safety, operations, and performance management who will advise the SFMTA and transfer CBTC-specific knowledge to SFMTA staff.

Q5c) Does City have classifications with the required specialized skills or expertise?: Yes

Q5c1) Identify the classifications: 5241 - Engineer, 5203 - Assistant Engineer, 5211 - Eng/Arch/Landscape Arch Sr, 5201 - Junior Engineer, 7287 - Sprv Electronic Main Tech, 5207 - Assoc Engineer, 5502 - Project Manager 1

Q5c2) Does the Department have employees in these classifications?: Yes

Q5c3) Why are they not able to perform the services?: Although the department has employees in these classifications, the City does not have enough staff to fulfill the needs

dedicated to supporting the procurement, delivery, and integration of train control systems. Supporting the procurement, delivery, and integration of train control systems is a specialty service that the City does not have enough staff with the experience necessary to provide. In addition, supporting the purchase of a train control system is fulfilling a one-time capital program requirement.

Additionally, several attempts have been made over the past three years to hire project staff who already possess train control experience, and in each recruitment, there were no qualified applicants who indicated this experience on their resumes. The division will continue to try to hire staff with this experience; for example, since FY22 we have been advertising multiple engineering positions which we hope will turn up candidates with CBTC experience. There are currently 7 open engineering positions on the project that have not been filled.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: Yes

Q5e1) Clearly describe and detail the training activities: The Consultant will perform on the job training and knowledge transfer during the course of their regular work. The consultants will primarily be training SFMTA engineers. City engineers will be working side by side with consultant staff and will gain experience through this work. Number of hours is unspecified.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: Supporting the procurement, delivery, and integration of train control systems is a specialty service that the City does not have staff with the experience to provide. In addition, supporting the purchase of a train control system is fulfilling a one-time capital program requirement, and is not an ongoing job duty that would require a permanent classification. However, any knowledge that is gained by SFMTA staff through the duration of the contract would remain useful to the overall maintenance and daily operation of the new train control system.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 5241 - Engineer, 5203 - Assistant Engineer, 5211 - Eng/Arch/Landscape Arch Sr, 5201 - Junior Engineer, 7287 - Sprv Electronic Main Tech, 5207 - Assoc Engineer, 5502 - Project Manager 1

Labor Unions: 021 - Prof & Tech Eng, Local 21, 006 - Electrical Workers, Local 6

Labor Union Email Addresses: L21PSCReview@ifpte21.org, ewallace@ifpte21.org, jnuti@ifpte21.org, sportillo@ifpte21.org, kdavis, amakayan@ifpte21.org, jnuti@ifpte21.org, kpage@ifpte21.org, jharding@ifpte21.org, mweirick@ifpte21.org, Dho@ifpte21.org, Agarza@ifpte21.org, oashworth@ibew6.org

Union Review Sent On: 6/21/2024

Union Review End Date: 7/21/2024

Union Review Duration Met On: 7/22/2024

Nuque, Amy

From: Abulencia, Simon
Sent: Monday, June 24, 2024 1:31 PM
To: Nuque, Amy
Subject: FW: Receipt of Notice for new PCS over \$100K PSC # 43060 - 23/24

Please see forwarded message for PSC 43060

Simon Abulencia
Human Resources Analyst
Employee and Labor Relations Unit
(He/Him/His)

Simon.Abulencia@sfmta.com
Office: 415-646-4885
1 South Van Ness Ave. 6th Floor #6230
San Francisco, CA 94103

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

From: DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>
Sent: Friday, June 21, 2024 9:42 AM
To: Abulencia, Simon <Simon.Abulencia@sfmta.com>
Subject: FW: Receipt of Notice for new PCS over \$100K PSC # 43060 - 23/24

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

From: dhr-psccordinator@sfgov.org <dhr-psccordinator@sfgov.org> On Behalf Of simon.abulencia@sfmta.com
Sent: Friday, June 21, 2024 8:38 AM
To: Abulencia, Simon (MTA) <Simon.Abulencia@sfmta.com>; Osha Ashworth <oashworth@ibew6.org>; jnuti@ifpte21.org; 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; Abulencia, Simon (MTA) <Simon.Abulencia@sfmta.com>; DHR-PSCCoordinator, DHR (HRD) <dhr-psccordinator@sfgov.org>
Subject: Receipt of Notice for new PCS over \$100K PSC # 43060 - 23/24

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

RECEIPT for Union Notification for PSC 43060 - 23/24 more than \$100k

The MUNICIPAL TRANSPORTATION AGENCY -- MTA has submitted a request for a Personal Services Contract (PSC) 43060 - 23/24 for \$30,000,000 for Initial Request services for the period 11/06/2024 – 11/06/2034. 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:

https://url.avanan.click/v2/___http://apps.sfgov.org/dhrdrupal/node/22409___YXAzOnNmZHQyOmE6bzo4NwJyJkN2E0OwE3MmlxMGRjOWYwMDE0YWFINmNiNzo2OjdmMTI6MTBmM2MyMTI2NzE5MzYxMDZhZjMyZmI1ZDgzNDAwNmU2ZWE3MWNiZmFjZGZmNWNiOWNjODgwOGE3ZDY4YzJiMzpwOIQ 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

SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

RESOLUTION No. 231107-091

WHEREAS, The SFMTA operates the Muni Metro light rail system, which includes both shared surface right of way and dedicated subways controlled by an outdated analog loop cable-based Automatic Train Control System (ATCS), which first went into service in 1998, and has reached the end of its useful life; and,

WHEREAS, In March 2023 the SFMTA issued a Request for Proposals for a supplier of a Communications-Based Train Control (CBTC) system to replace the ATCS and extend train control territory to surface portions of Muni’s rail network, which will leverage significant technological advances in train control that will enable the SFMTA to operate its rail service with greater reliability, reduced delays, and increased passenger capacity; and,

WHEREAS, The SFMTA seeks to issue an Request for Proposals for Consulting Services to support the SFMTA in the procurement, design, engineering, contract administration, integration, construction management, deployment, and acceptance of the new CBTC; and,

WHEREAS, The requested Consulting Services will provide the SFMTA with specialized CBTC knowledge and support, and assist the SFMTA with the timely delivery of the new CBTC; and,

WHEREAS, The SFMTA intends to negotiate a single contract with an initial term of five years in an amount not to exceed \$25,000,000, with five options to extend the term for an additional year, for a total of ten years in an amount not to exceed \$36,000,000; and,

WHEREAS, The Civil Service Commission approved Personnel Services Contract (PSC) request No 44708 in connection with this contract on April 18, 2022; and,

WHEREAS, On September 26, 2023, the SFMTA, under authority delegated by the Planning Department, determined that the proposed RFP is not a “Project” under the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations Sections 15060(c) and 15378(b); and,

WHEREAS, A copy of the CEQA determination is on file with the Secretary to the SFMTA Board of Directors and is incorporated herein by reference; now, therefore, be it

RESOLVED, That the SFMTA Board of Directors authorizes the Director of Transportation to issue a Request for Proposals for Contract No. SFMTA-2024-20-FTA for Consulting Services supporting the Communications-Based Train Control Upgrade Project for an initial term of five years in an amount not to exceed \$25,000,000, with five options to extend the term for an additional year, for a total of ten years in an amount not to exceed \$36,000,000; and be it further

RESOLVED, That the SFMTA Board of Directors authorizes the Director of Transportation, in consultation with the City Attorney, to make nonmaterial corrections and changes to the RFP, sample contract, and appended documents, and to issue addenda to the RFP, as necessary to accomplish the purposes of this Resolution.

I certify that the foregoing resolutions were adopted by the San Francisco Municipal Transportation Agency Board of Directors at its meeting of November 7, 2023.



Secretary to the Board of Directors
San Francisco Municipal Transportation Agency

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: MUNICIPAL TRANSPORTATION AGENCY -- MTA Dept. Code: MTA

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

Type of Approval: [] Expedited [X] Regular [] Omit Posting

Type of Service: Train control system procurement, design, and construction support

Funding Source: Funds: Federal/General/Local/Operating PSC Duration: 10 years 3 days
PSC Amount: \$28,115,000 PSC Est. Start Date: 02/01/2023 PSC Est. End Date: 02/01/2033

1. Description of Work

A. Scope of Work:

The Train Control Upgrade Project (TCUP) is a ten-year capital program that will procure a new Communications Based Train Control (CBTC) system to replace the aging train control signal system currently installed in the Market Street Subway and expand CBTC to the surface. It will provide operations and service planning staff with the tools necessary to deliver reliable, speedy, high-frequency rail transit to, from, and within downtown San Francisco. When installed, the new CBTC system will cover the entire Muni Metro railway. The CBTC system needs to be designed and engineered to meet SFMTA's requirements and ensure safety, reliability, availability, and maintainability. After preliminary design, train control components will be installed along the Muni Metro trackway and fitted to the LRV4 light rail vehicles in a geographically phased approach. Each phase will feature detailed design and construction, with project completion expected in FY31.

This contract will select a professional services consultant to provide technical assistance to the SFMTA for the duration of the project, and this contract will be extended through FY33 to support warranty. Technical consulting services are needed to support the procurement, design, engineering, contract administration, integration, construction management, deployment, and acceptance of a new CBTC system, through each planned phase.

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

As an agency, SFMTA will operate, configure, and maintain the new train control system. Staff have extensive experience using the existing train control system to smoothly provide transit services. However, replacing the existing system is a one-time capital project that will require comparative CBTC system expertise that the agency does not possess. A qualified professional services consultant will have worked with a variety of similarly sized transit agencies to procure new train control systems and support the design and delivery of the technology. The existing train control system in operation on Muni Metro was procured in 1994 so the agency will benefit from the support of a professional services consultant with modern expertise. Without this support, SFMTA will not have specialized expertise augmenting its staff when procuring and transitioning to the new CBTC system.

C. Has this service been provided in the past. If so, how? If the service was provided via a PSC, provide the most recently approved PSC # and upload a copy of the PSC.

Pre-RFP project milestones have been supported by a professional services consultant providing similar expertise. Similar service contract has been provided through Personal Services Contract Approval # 44741-19/20.

D. Will the contract(s) be renewed? No to obtain qualified professional consulting services for the Train Contr

2. Union Notification: On 01/20/2022, the Department notified the following employee organizations of this PSC/RFP request: Electrical Workers, Local 6; Prof & Tech Eng, Local 21

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 44708 - 21/22

DHR Analysis/Recommendation:

04/18/2022

Commission Approval Required

Approved by Civil Service Commission

DHR Approved for 04/18/2022

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise:

The selected consultant should have expertise supporting similarly sized transit systems through all phases of modern CBTC system procurement, design, and installation. Demonstrated experience with current train control technology, regulatory environments, and best practices for procurement, design, and construction will be key. Ideally, the selected consultant will have successfully provided technical services to agencies of similar size and complexity as the SFMTA. The consultant shall bring to the project CBTC experts in the fields of engineering,

B. Which, if any, civil service class(es) normally perform(s) this work?

7287,5201,5203,5207,5241,5211,5502,

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

No

4. Why Classified Civil Service Cannot Perform

A. Explain why civil service classes are not applicable:

Supporting the procurement, delivery, and integration of train control systems is a specialty service that the City does not have staff with the experience necessary to provide. In addition, supporting the purchase of a train control system is fulfilling a one-time capital program requirement, and is not an ongoing job duty that would require a permanent classification.

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

No. Even if a new civil service class were to be established, there will not be an ongoing need to support the purchase of train control systems within the SFMTA. In addition to the lack of ongoing need, there is simply a lack of train control expertise in the United States; very few people perform this work. Were the City to adopt a new

5. Additional Information (if "yes", attach explanation)

YES NO

- | | | |
|---|-------------------------------------|-------------------------------------|
| A. Will the contractor directly supervise City and County employee? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| B. Will the contractor train City and County employee?
The Contractor will perform informal, on the job training and knowledge tra | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 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 type="checkbox"/> | <input checked="" 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 PSC
contract with your department? Several professional services consulting firr | <input checked="" type="checkbox"/> | <input type="checkbox"/> |

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD
ON 02/19/2022 BY:

Name: Amy NUQUE Phone: 415-646-2802 Email: amy.nuque@sfmta.com

Address: 1 South Van Ness, 6th Floor San Francisco, CA 94103

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: MUNICIPAL TRANSPORTATION AGENCY -- MTA Dept. Code: MTA

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

Type of Approval: [] Expedited [X] Regular ([] Omit Posting)

Type of Service: As Needed Specialized Engineering Service

Funding Source: Federal and Local Funds PSC Duration: 4 years 50 weeks
PSC Amount: \$15,000,000 PSC Est. Start Date: 01/01/2020 PSC Est. End Date: 12/15/2024

1. Description of Work

A. Scope of Work:

The consultant and its sub-consultant will provide specialized engineering services in a broad area of technical engineering disciplines to supplement the Transit Division staff in the procurement, rehabilitation, maintenance, and support of its Transit Vehicle Fleet, Transit Related Equipment, Maintenance of Way, Various Transit Systems and Facilities.

The San Francisco Municipal Transportation Agency (SFMTA) plans to award up to three contracts for these services to replace the existing As-Needed specialized engineering services for procurement of Rubber Tire Vehicles (Jacobs Engineering Inc.) and As-Needed specialized engineering services for procurement of New Light Rail Vehicles (Raul Bravo Associates Inc.). Each of the three contracts will be established for a period not to exceed five years, at a cost not to exceed \$5,000,000.

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

SFMTA needs to secure outside specialized engineering services on short notice to augment the skill set and resources level of in-house staff. This service is necessary to ensure that all vehicle procurement and rehabilitation projects meet original equipment manufacturer (OEM) specifications and SFMTA's requirements. Resident inspectors at the production plants are necessary to ensure that all required tests, measurements and quality control checkpoints are performed and documented to the satisfaction of SFMTA. The consultant will also help with the Federal Transit Administration (FTA) requirements for independent audits and cost analysis for all FTA funded project.

Denial of the request may affect the finished quality of the vehicles and related equipment and ultimately cause an

C. Has this service been provided in the past. If so, how? If the service was provided via a PSC, provide the most recently approved PSC # and upload a copy of the PSC.

A similar service contract has been provided in the past through Personal Service Contract # 4007-12/13

D. Will the contract(s) be renewed? No

2. Union Notification: On 07/22/2019, the Department notified the following employee organizations of this PSC/RFP request: all unions were notified

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 44741 - 19/20

DHR Analysis/Recommendation:

09/16/2019

Commission Approval Required

Approved by Civil Service Commission

DHR Approved for 09/16/2019

3. Description of Required Skills/Expertise

A. Specify required skills and/or expertise:

Experience, expertise, and knowledge in:

* Electrical/Mechanical/Structural/Software/Systems engineering expertise on public transit vehicles including light rail vehicles, historic railcars, cable cars, hybrid buses, battery-electric buses, electric trolleybuses, and other transit vehicles.

* Quality control and inspection along vehicle production lines.

B. Which, if any, civil service class(es) normally perform(s) this work?

none,

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

No

4. Why Classified Civil Service Cannot Perform

A. Explain why civil service classes are not applicable:

Civil Service Classes are not applicable because the City/SFMTA does not manufacture transit vehicles. The necessary engineering expertise requires working on a project involving transit vehicle procurement and rehabilitation, system designs, trackwork design, overhead contact system design, and special inspections. In addition, the services require special skills in system integration, California Public Utility Commission (CPUC) system safety certification, detailed vehicle inspections, FTA independent procurement audits and cost analysis.

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

No, it is not practical to adopt new civil-service classes that are not regularly used in these specialized areas.

5. Additional Information (if "yes", attach explanation)

YES NO

- | | | |
|--|--------------------------|-------------------------------------|
| A. Will the contractor directly supervise City and County employee? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| B. Will the contractor train City and County employee?
There aren't civil-service classes that are regularly used in these specialize | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 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 type="checkbox"/> | <input checked="" 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 PSC
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
ON 08/26/2019 BY:

Name: Amy NUQUE Phone: 415-646-2802 Email: amy.nuque@sfmta.com

Address: 1 South Van Ness, 6th Floor San Francisco, CA 94103

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PRT

Submitted By: Alysabeth Alexander-Tut

Department Coordinator: Alysabeth Alexander-Tut,
alysabeth.alexander-tut@sfport.com

Project Manager: Alysabeth Alexander-Tut

ServiceNow Number: DHRPSC0004135

Version: 0.01

Version Type: New

Brief description of proposed work: 44239 - 23/24 - Project management and engineering

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$1,000,000

Does contract include items other than services?: Yes

- Commodities & Equipment: \$10,000,000

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 28

Funding

Funding Source: Federal Funds

Special circumstances related to funding: Yes

Explain the special circumstances: All funds must be received and expended by December 2026. This is an extremely tight timeline to procure the goods, have the equipment built, and delivered.

Scope of Work

Clearly describe scope and detail the services to be performed: This contract includes the project management and specialized engineering services for the construction of a specialized crane barge,

Why are these services required and what are the consequences of denial?: The Port is

purchasing a specialty crane barge that requires project management and specialized engineering of construction of a crane barge. These services are necessary for the coordination of the crane and barge manufacturers, and cannot be separated out or performed by City staff. The purpose of the crane barge is to have in-house City workers perform marine work such as pile driving. Denial would mean the City would lose the opportunity to use federal grant funds to purchase a crane barge and would not have the equipment necessary to have pile driving performed by city workers.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Temporary Basis

Q5a) Explain the Temporary basis of the services: Services needed to address a transitional or short-term situation

Q5b) Why do you believe this to be a transitional or short-term situation?: The services are specific to the design of the crane barge and will no longer be required after the equipment has been delivered.

Q5c) How will you ensure the services aren't needed once this PSC request has ended?: After delivery, there is no need for engineering or project management services. These are specific to the design and build portion.

Q5d) Describe the required skills and expertise needed to perform the services: Complex engineering, access to the internal documents and ability to direct the contractor's team, project management of the design and build.

Q5e) Does the Department have employees with the required skills and expertise?: No

Q5f) not needed

Q5g) Will the services terminate upon resolution of the situation?: Yes

Additional information to support your request (Optional): The engineering and project management services are specific to the design and build of this equipment.

Union Notifications

Job Class(es): 5508 - Project Manager 4, 5506 - Project Manager 3, 5504 - Project Manager 2, 5502 - Project Manager 1

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21PSCReview@ifpte21.org, ewallace@ifpte21.org, jnuti@ifpte21.org, sportillo@ifpte21.orgKdavis, amakayan@ifpte21.org, jnuti@ifpte21.org, kpage@ifpte21.org, jharding@ifpte21.org, mweirick@ifpte21.org, Dho@ifpte21.org, Agarza@ifpte21.org

Union Review Sent On: 6/17/2024

Union Review End Date: 7/17/2024

Union Review Duration Met On: 7/18/2024

Choi, Suzanne (HRD)

From: dhr-psccordinator@sfgov.org on behalf of alysabeth.alexander-tut@sfport.com
Sent: Monday, June 17, 2024 7:47 AM
To: Alexander Tut, Alysabeth (PRT); Laxamana, Junko (DBI); sportillo@ifpte21.org; agarza@ifpte21.org; amakayan@ifpte21.org; jnuti@ifpte21.org; 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; Alexander Tut, Alysabeth (PRT); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 44239 - 23/24

RECEIPT for Union Notification for PSC 44239 - 23/24 more than \$100k

The PORT -- PRT has submitted a request for a Personal Services Contract (PSC) 44239 - 23/24 for \$1,000,000 for Initial Request services for the period 08/15/2024 – 12/31/2026. 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/22564> For union notification, please see the TO: field of the email to verify receipt. If you do not see all the unions you intended to contact, the PSC Coordinator must change the state back to NOT READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again , change the state back START UNION NOTIFICATION and SAVE. You should receive the email with all unions to the TO: field as intended

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PUC

Submitted By: Shawndrea Hale

Department Coordinator: Shawndrea Hale,
SHale@sfgwater.org

Project Manager: Shawndrea Hale

ServiceNow Number: DHRPSC0004137

Version: 0.01

Version Type: New

Brief description of proposed work: 46943 - 23/24 - Southeast Treatment Plant Biogas Utilization Project Design-Build

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$10,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 49

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: The San Francisco Public Utilities Commission (SFPUC) intends to award a \$150 million (\$10 million design, \$140 million construction) Design-Build (DB) Agreement to support the SFPUC's Biogas Project. The Project shall assist in the execution and delivery of SFPUC's new Biogas Utilization Project at the Southeast Treatment Plant. The scope of work consists of designing, and constructing the biogas utilization facilities at the SEP, including but not limited to, the gas cleaning and separation, product gas compressors, de-ox system (if needed to meet quality) and the thermal oxidizer (abatement device to treat the tail gas that is generated in the upgrading system before its release to the atmosphere). The facilities will be designed and constructed to take raw biogas from SEP new digesters, cleaning and upgrading it to natural gas quality, compressing and

injecting the product gas into an existing PG&E natural gas pipeline (in compliance with gas rules 21 and 29, established by the CPUC). The work includes meeting or exceeding the Bay Area Quality Management District (BAAQMD) air permit requirements, and the Inflation Reduction Act (IRA) requirements, including the compliance schedule. All these elements of the work are of responsibility of one entity, the Design-Builder, and are critical for the long-term success of the project.

Why are these services required and what are the consequences of denial?: The Biogas Project is critical for operations of the Biosolids Digesters Facilities Project (BDFP) as it provides sustainable use of the raw biogas generated in the new digesters and it reduces flaring at the SEP. The Biogas facilities will clean and upgrade the raw biogas into renewable natural gas (RNG) that meets PG&E standards for pipeline injection. The RNG will be injected into an existing natural gas pipeline, owned, and operated by PG&E. The project replaces the original energy recovery facilities and reduces overall air emissions. The Biogas Project is required for SFPUC to obtain and maintain a permit to operate the new Biosolids facilities which will produce higher quality biosolids, capture and treat odors more effectively, and maximize biogas utilization.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: Contracts over 1 million

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:
No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: Yes

Q4a) What facilities or equipment does the City lack that contractor possesses?: The Design-Builder will be designing and constructing new Biogas Utilization facilities and providing new facilities/equipment

to clean and upgrade the raw biogas into renewable natural gas quality, product gas compressors and de-ox system , to prepare the gas for pipeline injection and a new thermal oxidizer to treat the tail gas before its release to the atmosphere

Does the dept plan to acquire the facilities/equipment to perform the services?: Yes

Provide plan and timeline to secure what is required to perform the services: The plan is to award the DB-138 contract and issue Notice-to-Proceed to the Design-Builder by early 2025. The new Biogas Utilization facilities is to be completed by as soon as summer 2027 to meet the operational needs of the future biosolids digester facilities

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 5241 - Engineer, 5203 - Assistant Engineer, 5211 - Eng/Arch/Landscape Arch Sr, 5201 - Junior Engineer, 5207 - Assoc Engineer

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21PSCReview@ifpte21.org, ewallace@ifpte21.org, jnuti@ifpte21.org, sportillo@ifpte21.orgKdavis, amakayan@ifpte21.org, jnuti@ifpte21.org, kpage@ifpte21.org, jharding@ifpte21.org, mweirick@ifpte21.org, Dho@ifpte21.org, Agarza@ifpte21.org

Union Review Sent On: 6/17/2024

Union Review End Date: 7/17/2024

Union Review Duration Met On: 7/18/2024

From: dhr-psccordinator@sfgov.org on behalf of shale@sfwater.org
To: [Hale, Shawndrea M.](mailto:Hale,Shawndrea.M.); junko.laxamana@sfgov.org; jnuti@ifpte21.org; 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; [Hale, Shawndrea M.](mailto:Hale,Shawndrea.M.); dhr-psccordinator@sfgov.org
Subject: Receipt of Notice for new PCS over \$100K PSC # 46943 - 23/24
Date: Monday, June 17, 2024 1:40:55 PM

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RECEIPT for Union Notification for PSC 46943 - 23/24 more than \$100k

The PUBLIC UTILITIES COMMISSION -- PUC has submitted a request for a Personal Services Contract (PSC) 46943 - 23/24 for \$150,000,000 for Initial Request services for the period 11/11/2024 – 12/11/2028. 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:

[https://urldefense.com/v3/___http://apps.sfgov.org/dhrdrupal/node/22570___:!!NCYPjq8!86zn2MH9GUCQyCmk2nyRAz35BJqqWbg-qAgsraA1e-5xuHEKd6CLa-Bhjd7dDMV5NdoCZfJqk-3_\\$](https://urldefense.com/v3/___http://apps.sfgov.org/dhrdrupal/node/22570___:!!NCYPjq8!86zn2MH9GUCQyCmk2nyRAz35BJqqWbg-qAgsraA1e-5xuHEKd6CLa-Bhjd7dDMV5NdoCZfJqk-3_$) For union notification, please see

the TO: field of the email to verify receipt. If you do not see all the unions

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

READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again , change the state back START UNION NOTIFICATION and SAVE.

You

should receive the email with all unions to the TO: field as intended

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: REC

Submitted By: Sean McFadden

Department Coordinator: Sean McFadden,
sean.mcfadden@sfgov.org

Project Manager: Sean McFadden

ServiceNow Number: DHRPSC0004141

Version: 0.01

Version Type: New

Brief description of proposed work: 44105 - 23/24 - Professional Services including specialty design and engineering services

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$1,600,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 120

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: This project is for specialty design and engineering for renovation and seismically upgrading the existing two-story Kezar Pavilion, which includes a gymnasium and an adjoining annex building that houses Park staff. The newly renovated building will be three stories, and include a recreation center with multi-purpose rooms, a new annex building and a new outdoor plaza space.

Why are these services required and what are the consequences of denial?: We would not be able to deliver the project without these services as the Public Works and City team does not have the expertise and/or they have declined the work. These design services are required to deliver a code compliant facility.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: REC
Commission

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:
No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Temporary
Basis

Q5a) Explain the Temporary basis of the services: Services needed to address a transitional or short-term situation

Q5b) Why do you believe this to be a transitional or short-term situation?: The project lead at the Bureau of Architecture has requested that RPD hire all of these consultants as they have said that Public Works does not have the expertise to perform these tasks.

Q5c) How will you ensure the services aren't needed once this PSC request has ended?: The project lead at the Bureau of Architecture has requested that RPD hire all of these consultants as they have said that Public Works does not have the expertise to perform these tasks.

Q5d) Describe the required skills and expertise needed to perform the services: 1. Civil Engineering 2. Lighting Design 3. AV, Telecommunications, & Security Engineering 4. Acoustical Engineering 5. Waterproofing 6. Specifications and Door Hardware 7. Cost Estimating 8. Fall Protection 9. Signage and Graphic Design 10. Elevator 11. Title 24 Consultant

Q5e) Does the Department have employees with the required skills and expertise?: No

Q5f) not needed

Q5g) Will the services terminate upon resolution of the situation?: Yes

Additional information to support your request (Optional): Large Capital project, lead at the Bureau of Architecture has requested that RPD hire all of these consultants as they have said that Public Works does not have the expertise to perform these tasks.

Union Notifications

Job Class(es): 5212 - Engineer/Architect Principal, 5211 - Eng/Arch/Landscape Arch Sr

Labor Unions: 021 - Prof & Tech Eng, Local 21

Post Union Notification

Labor Union Email Addresses: L21PSCReview@ifpte21.org, ewallace@ifpte21.org, jnuti@ifpte21.org, sportillo@ifpte21.org, kdavis@ifpte21.org, amakayan@ifpte21.org, jnuti@ifpte21.org, kpage@ifpte21.org, jharding@ifpte21.org, mweirick@ifpte21.org, Dho@ifpte21.org, Agarza@ifpte21.org

Union Review Sent On: 6/20/2024

Union Review End Date: 7/20/2024

Union Review Duration Met On: 7/23/2024

Choi, Suzanne (HRD)

From: dhr-psccordinator@sfgov.org on behalf of sean.mcfadden@sfgov.org
Sent: Thursday, June 20, 2024 4:34 PM
To: McFadden, Sean (REC); jnuti@ifpte21.org; 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; McFadden, Sean (REC); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 44105 - 23/24

RECEIPT for Union Notification for PSC 44105 - 23/24 more than \$100k

The RECREATION AND PARK COMMISSION -- REC has submitted a request for a Personal Services Contract (PSC) 44105 - 23/24 for \$1,600,000 for Initial Request services for the period 08/15/2024 – 08/15/2034. 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/22640> For union notification, please see the TO: field of the email to verify receipt. If you do not see all the unions you intended to contact, the PSC Coordinator must change the state back to NOT READY, make sure the classes and unions you want to notify are selected and SAVE. Then VIEW the record and verify the list of unions and emails. EDIT the document again , change the state back START UNION NOTIFICATION and SAVE. You should receive the email with all unions to the TO: field as intended

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: TIS

Submitted By: Jolie Gines

Department Coordinator: Jolie Gines,
jolie.gines@sfgov.org

Project Manager: Jolie Gines

ServiceNow Number: DHRPSC0004136

Version: 0.01

Version Type: New

Brief description of proposed work: 44322 - 23/24 - Cloud Web Services - Technical Support

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$5,000,000

Does contract include items other than services?: Yes

- Cloud-Based Software Licenses and Support (without Professional Services): \$13,000,000

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 48

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: Cloud Support Services is an offering that includes a comprehensive set of technical services to assist the city with any issues arising from the use of cloud computing platforms. These services encompass prioritized 24x7 problem resolution for issues encountered in the City's daily use of these products. The support team will provide root-cause analysis, technical support, and escalation management (if needed) for all reported incidents and will oversee cases until they are completely resolved. These services are provided remotely and include both phone and web-based technical support in the form of advice and guidance, as well as troubleshooting specific problems, error messages, or functionality issues.

The Cloud Support Services also include service delivery management, where inquiries from City departments regarding product access, functionality, and available security upgrades will be addressed. This service will aid the city in optimizing the full capabilities of the cloud platform.

The procurement of these services will be on an as-needed basis and will be available under both a Citywide Enterprise Agreement and department-specific term contracts. The support services will provide the City with technical account managers and engineers who will assist City staff in implementing cloud solutions and will work to maximize the efficiency and deployment of the cloud platform. These services require expertise and knowledge of proprietary cloud products that City staff do not possess. City employees do not have enterprise-level deployment rights, access from an architectural level, or access to source code, which are necessary to perform these functions.

Additionally, there will be provisions similar to a managed program, offering the City guidance and resources for optimizing cloud usage, including cost management and architectural best practices. This program aims to ensure that the City can effectively leverage the full range of services available on the cloud platform.

Why are these services required and what are the consequences of denial?: Cloud Technical and Support Services includes problem resolution with mandatory response times, priority routing to AWS technical specialists, and resolution of incidents related to cloud implementation and/or cyber security events. Without such support, incidents that arise can limit the City's ability to function, as the City is slowly moving towards cloud computing to store, archive and run City workloads.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: Two contracts will result from this solicitation. One contract will be for DT, which does not have or require commission approval. The second contract will be for Airport which will require Airport commission approval

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: Yes

Q5a1) Why are the services required on an as-needed, intermittent and periodic basis?:

Services will only be required in the event the City encounters issues while using the vendors' cloud services.

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services:

Knowledge of proprietary cloud products and implementation. Experience managing Cloud platform migrations, implementations, and informing engineers on various cloud break-fix processes to properly troubleshoot operational disruptions. Additionally, ownership access, source code access, and deployment rights to the cloud provider's platform are required in order to troubleshoot high level system malfunctions and failures.

Q5c) Does City have classifications with the required specialized skills or expertise?: Yes

Q5c1) Identify the classifications: 1043 - IS Engineer-Senior

Q5c2) Does the Department have employees in these classifications?: Yes

Q5c3) Why are they not able to perform the services?: Incident resolution, deployment and implementation services require extensive technical knowledge, expertise and access to manufacturer's cloud platform and software, including source code. Additionally, City employees do not have Enterprise level cloud deployment rights or access from an architectural level.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: No

Q5e1) Explain why training of City employees is not required: No training will be provided because the services require technical knowledge and expertise with proprietary cloud platform functionality and access to source code.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: A transition plan is not anticipated because the technical support services require technical knowledge and expertise with proprietary cloud platform functionality and access to source code.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 1043 - IS Engineer-Senior

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21PSCReview@ifpte21.org, ewallace@ifpte21.org, jnuti@ifpte21.org, sportillo@ifpte21.org, Kdavis, amakayan@ifpte21.org, jnuti@ifpte21.org, kpage@ifpte21.org, jharding@ifpte21.org, mweirick@ifpte21.org, Dho@ifpte21.org, Agarza@ifpte21.org

Union Review Sent On: 6/17/2024

Union Review End Date: 7/17/2024
Union Review Duration Met On: 7/18/2024

Choi, Suzanne (HRD)

From: dhr-psccordinator@sfgov.org on behalf of jolie.gines@sfgov.org
Sent: Monday, June 17, 2024 9:31 AM
To: Gines, Jolie (TIS); jnuti@ifpte21.org; 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; Dere, Wilfred (TIS); DHR-PSCCoordinator, DHR (HRD)
Subject: Receipt of Notice for new PCS over \$100K PSC # 44322 - 23/24

RECEIPT for Union Notification for PSC 44322 - 23/24 more than \$100k

The GENERAL SERVICES AGENCY - TECHNOLOGY -- TIS has submitted a request for a Personal Services Contract (PSC) 44322 - 23/24 for \$5,000,000 for Initial Request services for the period 09/01/2024 – 08/31/2028. 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/22471> 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