



# CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

EDWIN M. LEE  
MAYOR

Sent Via Electronic Mail

June 27, 2017

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## NOTICE OF CIVIL SERVICE COMMISSION ACTION

**SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACTS NUMBERS 42180-16/17; 46785-16/17; 45492-16/17; 48405-16/17; 45461-16/17; 45762-16/17; 48737-16/17; 49797-16/17; 41818-16/17; 44670-16/17; 46987-16/17; 48652-16/17; 44548-16/17; 40120-14/15; 4065-10/11; AND 49137-14/15.**

At its meeting on June 19, 2017 the Civil Service Commission had for its consideration the above matter.

The Commission took the following actions:

1. Approved PSC# 46785-16/17 with the condition the department work with the Executive Officer and provide clarification on the transfer of knowledge and update question 5B and 6B on the PSC Form 1.
2. Approved PSC #41818-16/17 with the condition that the department remove the Contractor's name from the PSC Form 1.
3. Adopted the report and approved the remaining request for proposed Personal Services Contracts. This shall serve to notify the Office of the Controller and the Office of Contract Administration.

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

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

CIVIL SERVICE COMMISSION

MICHAEL L. BROWN  
Executive Officer

MICHAEL L. BROWN  
EXECUTIVE OFFICER

Attachments

Cc: Cynthia Avakian, Airport  
Rod Goree, Municipal Transportation Agency  
Jacquie Hale, Department of Public Health  
Lavena Holmes, Port  
Joan Lubamersky, General Services Agency  
Kimmie Wu, Treasurer/Tax Collector  
Jacquie Fong, Contract of Administration  
Ben Rosenfield, Controller's Office  
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**POSTING FOR**

June 19, 2017

**PROPOSED PERSONAL SERVICES CONTRACTS – REGULAR**

Commission Hearing Date

2017-06-19

APPLY

PSC No	Dept Designation	PSC Amount	Description of Work	PSC Estimated Start Date	PSC Estimated End Date	Type of Approval
42180 - 16/17	AIRPORT COMMISSION	\$1,500,000.00	The contractor shall provide labor and equipment to service the San Francisco International Airport ("Airport") Airport-owned grease trap equipment. This involves the collection of fat, oil and grease (FOG) from the grease traps, repair and maintenance for the grease trap units, recycling of the collected FOG, training for Airport tenants on the use of the grease trap equipment and reports on the amount of FOG collected and recycled.	June 15, 2017	June 30, 2024	REGULAR
46785 - 16/17	AIRPORT COMMISSION	\$13,000,000.00	The San Francisco International Airport ("Airport") is seeking to replace the existing Common Use Self Service ("CUSS") Passenger Processing system that was originally installed in 2000 and later upgraded in 2007 and 2015. CUSS Passenger Processing systems are specialized systems used solely by airports to allow airlines to share common airport resources used for passenger processing, such as passenger check-in, baggage processing, passenger boarding. The system consists of four tightly integrated core vendor-developed components: 1) virtualized Common Use application, 2) Self Service Kiosk application, 3) Resource Management application, and 4) Airport Operational Data Base. The services will also include supporting the Information Display Systems (IDS), which are used to display flight and baggage information. The Contractors will be responsible for designing, implementing and supporting the system.  The total cost for the systems is \$13,000,000. Of that cost, \$6,000,000 is for the professional services maintenance and support of end user equipment, such as computers, printers, scanners and readers. The remainder of the money is anticipated for the purchasing of equipment.	July 1, 2017	June 30, 2022	REGULAR
45492 - 16/17	GENERAL SERVICES AGENCY - CITY ADMIN	\$225,000.00	The City's Sweatfree Contracting Ordinance (Administrative Code Section 12U attached) authorizes the Office of Labor Standards Enforcement (OLSE) to monitor contractors' compliance with the Ordinance. The Ordinance provides that until such time as the City determines that it is able to adequately monitor compliance using City personnel, the City shall enter into a professional services contract with an independent non profit organization for assistance in monitoring compliance. The vendor will monitor compliance by contractors located outside of the Bay Area and abroad which provide goods to the City. Currently, the Ordinance applies only to apparel, garments (uniforms), related accessories and textiles.	July 1, 2017	June 30, 2020	REGULAR
48405 - 16/17	GENERAL SERVICES AGENCY - CITY ADMIN	\$1,250,000.00	Treasure Island and Yerba Buena Island is a former Naval Station that was selected for closure and disposition in 1993. It is in the process of an ownership transfer from the United States Navy to the Treasure Island Development Authority ("TIDA") for civilian use. Approximately 60% of the base has been transferred. TIDA was created by San Francisco Board of Supervisors ("BOS") in 1997 as a non-profit, public benefit corporation dedicated to the redevelopment of the base. The vendor will conduct household needs assessments to determine transitioning household	June 12, 2017	June 9, 2026	REGULAR



PSC No	Dept Designation	PSC Amount	Description of Work	PSC Estimated Start Date	PSC Estimated End Date	Type of Approval
			eligibility for housing and unit needs. Vendor will develop and implement plans for transitioning household interim moves and individual sites plans for transitioning households long term moves to support effective and efficient relocations. The Transition Housing Rules and Regulations were approved by BOS as part of the Disposition and Development Agreement (DDA) in 2011. Some 200 Pre-DDA Households are eligible for Transition Benefits, including a newly constructed Transition Unit, a Base Monthly Rent lesser than Market Rate on the Transition Unit, Moving Assistance, In-Lieu Payments, and opportunity to qualify for For-Sale Inclusionary Housing, among others. Another 200 Post-DDA Households are eligible for Transition Advisory Services.			
45461 - 16/17	GENERAL SERVICES AGENCY - CITY ADMIN	\$105,000.00	The contractor will develop outreach materials and conduct outreach to employers on San Francisco's citywide labor laws. The outreach will target small and medium-sized business, with a focus on immigrant-owned businesses. The scope of work will likely include a) developing content and print and digital outreach materials, b) translating materials, and c) conducting outreach to employers in specified business corridors; and d) conducting media outreach.	June 1, 2017	February 28, 2018	REGULAR
45762 - 16/17	MUNICIPAL TRANSPORTATION AGENCY	\$1,000,000.00	Contractor will provide 24-hour, 7 days a week as-needed roadside assistance and/or towing services for SFMTA's rubber tire revenue vehicles, to include diesel, electric, and electric buses and trolleys.	July 1, 2017	June 30, 2021	REGULAR
48737 - 16/17	PORT	\$1,500,000.00	The Port is the lead City agency for the Seawall Resiliency Project which is expected to cost approximately \$500 million and span 10 years. The Seawall was constructed over 100 years ago and stretches for over three miles from Fisherman's Wharf to Mission Creek along San Francisco's historic waterfront. In order to protect critical infrastructure from seismic vulnerabilities and sea level rise, and ensure that the Seawall continues to function today and for generations to come, the Port is pursuing a plan to upgrade and improve the Seawall, which has sustained a century of erosion and structural deterioration.  Port staff anticipate a need for public affairs, communications, and media services contracts, for services that will include, but not be limited to, working with the Port's Communications Director and Communications Division to develop and execute a proactive comprehensive public relations campaign and strategic marketing program for the Seawall Resiliency Project and events to target City residents, especially those in the Southern Waterfront and underrepresented communities.	July 1, 2017	June 30, 2021	REGULAR
49797 - 16/17	PORT	\$3,000,000.00	The Port will issue a Request for Qualifications to establish a pool of pre-qualified consulting teams, specializing in environmental services to provide timely and efficient consulting assistance in meeting environmental and regulatory requirements associated with Port capital project planning, development, property management, maintenance, and maritime operations. Three As-Needed consulting teams will assist Port staff by providing services in the areas of environmental characterization and compliance; air, water, and stormwater permitting and compliance; hazardous materials, hazardous waste, and solid waste management; technical support of Port Projects and Programs; lead and asbestos support; geographic information systems/information management systems support; LEED review and commissioning support; and climate change support. The consultants may work in conjunction with the Port's technical staff or as part of a project team.	January 1, 2017	December 31, 2021	REGULAR
41818 - 16/17	TREASURER/TAX COLLECTOR	\$200,000.00	Provide expert services for general audits of all tax types and specifically on gross receipts. Identify tax compliance issues, review documents, provide guidance and resolution to tax interpretations and opinion. Develop and conduct training to audit staff, and provide	February 8, 2017	February 8, 2019	REGULAR

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			resources/research for various topics of interest such as industry sector specific knowledge and know how. Lead discussions and training on forensic accounting, evaluate Internal control. Review and provide feedback on quality control of audit reports to audit team, and provide professional standards review. Edit and augment audit policy and procedures manual to incorporate and evaluate gross receipts tax. Provide analytical report and support to legal staff for taxpayer hearings and resolve dispute cases. Provide resources and professional development to audit staff in areas of interpersonal skills, professional writing, public speaking, conflict management, time management, and taxpayer hearing training.			
44670 - 16/17	PUBLIC HEALTH	\$16,000,000.00	<p>Mental Health Services Act (MHSA)-funded Prevention and Early Intervention (PEI) programs are designed to prevent the initial onset or worsening of mental illness among children, youth, their families, transitional age youth, incarcerated youth and juvenile justice system providers, adults and older adults who exhibit varying levels of risk of developing mental illness include severe psychosis, through peer outreach, screening and response, supportive services, consultation and training. Contractors will provide PEI services in two areas:</p> <p>--School-based Behavioral Health Services, including individual therapy and case management, group counseling, crisis intervention, leadership development, academic support, educational workshops, and family engagement, as well as regular mental health consultation for teachers, support staff and administrators at designated schools.</p> <p>--Population-focused Behavioral Health Services for Latino/a, Mayan, Native American and Socially Isolated Older Adults populations (initially referred to as holistic wellness prevention), including early needs identification and linkage to services; promotion of wellness and awareness to reduce the stigma associated with mental health care; and delivery of services responsive to community members in ways that are respectful and honor each person's heritage and cultural worldview.</p>	July 1, 2017	June 30, 2021	REGULAR
44697 - 16/17	PUBLIC HEALTH	\$75,000,000.00	<p>Culturally appropriate mental health services for children, youth and their families will be provided by multiple contractors, which together form a System of Care to address the broad continuum of needs and illnesses presented by these clients. Services will include outpatient mental health services; educationally related mental health services, success, opportunity, achievement resiliency classrooms, classroom educational enrichment program, intensive supervision and clinical services, residential based mental health outpatient, mental health assessment therapy, collateral and community based wraparound services, specialty Mental Health services, community-based violence and trauma recovery services, community-based day treatment services, short term residential therapeutic programs, intensive treatment foster care and treatment foster care, day treatment services, intensive/day rehabilitative services, therapeutic behavioral services, therapeutic visitation services, and targeted case management.</p>	July 1, 2017	June 30, 2022	REGULAR
48652 - 16/17	PUBLIC HEALTH	\$192,080,000.00	<p>These services will be provided by contractors responding to a new RFP to create a Drug Medi-Cal Organized Delivery System (DMC-ODS) pilot, which tests a new paradigm for the organized delivery of health care services for Medicaid eligible individuals with a substance use disorder. Its purpose is to demonstrate how such a system will increase the success of DMC beneficiaries while decreasing other system health care costs. Critical elements include:</p> <p>--Providing a continuum of care modeled after the American Society of Addiction Medicine (ASAM) Criteria for Substance Use Disorder (SUD) treatment services, which describes specific service levels within Opioid Treatment, Intensive Outpatient, and Residential SUD services;</p>	July 1, 2017	June 30, 2022	REGULAR



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			<p>--Increasing local control and accountability, creating utilization controls, and increasing program oversight and integrity;</p> <p>--Requiring evidence-based practices and increasing coordination with other systems of care, including primary care and mental health;</p> <p>--Expanding the SUD treatment workforce by including Licensed Practitioners of Healing Arts; and</p> <p>--Providing more intensive services for the criminal justice population.</p> <p>Services will:</p> <p>--Prioritize services to specific populations, including persons who are Black/African American, homeless, incarcerated or involved with the criminal/juvenile justice systems/Drug Court, adolescents aged 10-18 years old, Transitional Aged Youth (TAY) aged 18-24 years old, Lesbian/Gay/Bisexual/Transgender/Queer/Questioning/Intersex/Ally/Two-Spirit, Pregnant/Parenting women with children, and/or whose primary substance is alcohol.</p> <p>--Prioritize services in specific geographic areas, including Hayes Valley/Tenderloin/North of Market, South of Market, Bernal Heights/Inner Mission/94110, Bayview Hunter's Point/94124, and Southeast/Visitacion Valley/Sunnydale/94134</p> <p>--Include patient engagement and peer support, medication assisted treatment, withdrawal management, case management, and recovery services and supports, with appropriate integration of adolescent-specific considerations, pregnant women and women with dependent children residential treatment requirements, evidence-based practices, DMC-ODS compliant policies and regulations, electronic health records and data systems, evaluation and quality improvement, workforce development and staffing, ancillary treatment and outreach services.</p>			
44548 - 16/17	AIRPORT COMMISSION	\$9,500,000.00	<p>Contractor will be responsible for operation, management and administration of the Medical Clinic at the San Francisco International Airport (SFO). Medical clinic services including travel medicine, urgent care and occupational health services for San Francisco International Airport (SFO) passengers, visitors, Airport Commission (Airport) employees, and employees of SFO tenants.</p>	June 1, 2017	December 31, 2024	REGULAR

**TOTAL AMOUNT \$314,360,000**

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## Posting For June 19, 2017

## Proposed Modifications to Personal Services Contracts

Commission Hearing Date

2017-06-19

APPLY

PSC Number	Commission Hearing Date	Department	Additional Amount	Cumulative Total	Description	Start Date	End Date	Approval Type
40120 - 14/15 - MODIFICATIONS	June 19, 2017	AIRPORT COMMISSION -- AIR	\$1,500,000	\$2,500,000	Provide consultation services to prepare San Francisco International Airport (SFO) Information Technology and Telecommunications (ITT) division for certification in International Organization for Standardization (ISO) Standard 20000 Service Management, ISO Standard 22301 Business Continuity Management, and ISO Standard 27001 Information Security Management.	10/01/2020	10/01/2021	REGULAR
4065-10/11 - MODIFICATIONS	June 19, 2017	PUBLIC HEALTH -- DPH	\$30,000,000	\$57,167,907	Contractor will provide intermittent, as needed temporary, on-call professional radiology technologists with on-call availability, 7 days per week. Registry personnel will be available on 24-hour notice to back-up civil service employees during scheduled and unscheduled staff absences.	07/01/2017	06/30/2022	REGULAR
49137 - 14/15 - MODIFICATIONS	June 19, 2017	PUBLIC HEALTH -- DPH	\$40,000,000	\$58,000,000	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 backfill SFGH staff while they attend training sessions and scheduled "day-in-the-life" training simulations.  <b>Scope Change:</b> The largest change to the scope is to provide for back-fill services for the readiness efforts for the SFDPH EHR project. Similar to what was done for the ZSFG rebuild project, the SFDPH EHR project will require back-fill staffing for nurses while they attend training on a new EHR. While the ZSFG project only affected the ZSFG campus, the SFDPH EHR project will cover all of the Department which includes Laguna Honda Hospital, the primary care clinics, and Jail Health. In addition, in the summer of 2017, the Department anticipates	05/01/2017	12/31/2021	REGULAR

PSC Number	Commission Hearing Date	Department	Additional Amount	Cumulative Total	Description	Start Date	End Date	Approval Type
					that the medical respite center will be fully functional, and will increase the need for qualified Certified Nursing Assistants (CNAs) to staff this program.			

**TOTAL AMOUNT \$71,500,000**