

1 [Adopting the recommendations of the City Non-profit Contracting Task Force.]

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3 **Resolution adopting the recommendations of the City Non-Profit Contracting Task**
4 **Force.**

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6 WHEREAS, On October 26, 2001, the Board of Supervisors created the City Nonprofit
7 Contracting Task Force to review City contracting policies and procedures and to make
8 recommendations to the Board to improve and streamline contracting practices for non-profit
9 health and human services organizations; and

10 WHEREAS, On September 26, 2002, the Task Force submitted a report to the Board
11 of Supervisors that contained a number of recommendations to improve contracting
12 procedures for non-profit health and human services; and,

13 WHEREAS, On June 26, 2003, the Task Force submitted a report to the Board of
14 Supervisors that contained an implementation plan for the recommendations previously
15 submitted; and,

16 WHEREAS, The objectives of the recommendations include: consolidate contracts,
17 where appropriate, across or within departments; develop methods to streamline contract
18 approvals and increase automation; develop and process contract documents early in the
19 cycle to assure timely payment; create a review/appellate process to implement and oversee
20 substantive changes to standardization; eliminate unnecessary requirements imposed on
21 contractors; develop methods to facilitate electronic processing of contracts and payments;
22 create standardized and simplified contract forms; establish accounting standards for non-
23 profit contractors; coordinate joint program monitoring, whenever possible; develop standard
24 monitoring protocol, language and definitions to more clearly define contract requirements;
25 provide training for personnel who monitor contracts to ensure adequate knowledge and

1 understanding of programs and services; conduct tiered assessments of programs to more
2 efficiently evaluate program performance; and fund annual cost of living increases for non-
3 profit contractors; and,

4 WHEREAS, Improving and streamlining the contracting procedures for non-profit
5 human and health services will improve services to San Francisco residents; now, therefore,
6 be it

7 RESOLVED, That the San Francisco Board of Supervisors adopts the
8 recommendations of the City Non-Profit Contracting Task Force and will work toward
9 achieving the objectives of the Task Force recommendations; and be it

10 FURTHER RESOLVED, That the Board requests that City Departments submit
11 progress reports to be reviewed at biannual public hearings before the appropriate Board
12 committee.