

File No. 210200

Committee Item No. 2

Board Item No. 26

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Government Audit and Oversight

Date: April 15, 2021

Board of Supervisors Meeting:

Date: April 27, 2021

Cmte Board

- | | | |
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| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Motion |
| <input type="checkbox"/> | <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Information Form |
| <input type="checkbox"/> | <input type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input type="checkbox"/> | <input type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER

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|-------------------------------------|-------------------------------------|--|
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Thirty-Fifth Supplement – February 19, 2021</u> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Controller's Presentation – April 15, 2021</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |

Prepared by: John Carroll

Date: April 9, 2021

Prepared by: John Carroll

Date: April 23, 2021

Prepared by: John Carroll

Date: _____

1 [Concurring in Actions to Meet Local Emergency - Coronavirus Response - Thirty-Fifth
2 Supplement]

3 **Motion concurring in actions taken by the Mayor in the Thirty-Fifth Supplement to the**
4 **Proclamation of Emergency to meet the ongoing local emergency related to the novel**
5 **coronavirus COVID-19 pandemic by allowing departments to extend COVID-19-related**
6 **contracts through a streamlined process for an additional twelve months; allowing the**
7 **Civil Service Commission to approve emergency personal service contracts without**
8 **requiring advance union notification otherwise required by memoranda of**
9 **understanding; authorizing the Controller to adopt a policy concerning streamlined**
10 **approval of certain amendments to non-COVID-19-related contracts; and authorizing**
11 **the Controller to adopt a policy under which the City may provide expedited payments**
12 **of funds covering cost-of-doing-business or cost-of-living increases to nonprofit**
13 **organizations that provide services under existing agreements with the City.**

14
15 WHEREAS, On February 25, 2020, Mayor London N. Breed declared a local
16 emergency to exist in connection with the spread of the novel coronavirus COVID-19; and

17 WHEREAS, The Mayor transmitted a copy of that Proclamation Declaring the
18 Existence of a Local Emergency to the Board of Supervisors (the "Proclamation"), and on
19 March 3, 2020, the Board of Supervisors concurred in the Proclamation and in the actions
20 taken by the Mayor to meet the emergency; the Proclamation and the Board's concurring
21 motion are on file with the Clerk of the Board of Supervisors in File No. 200228; and

22 WHEREAS, On May 19, 2020, the Board of Supervisors concurred in the Mayor's
23 Thirteenth Supplement to the Proclamation, dated May 11, 2020, which established
24 streamlined procedures for contracts of one year or less for procurements related to the
25 emergency response, and authorized departments to modify existing agreements without

1 competitive solicitation and procurement procedures to extend those agreements by up to six
2 months but no later than June 30, 2021; and

3 WHEREAS, On February 19, 2021, the Mayor took additional steps to meet the
4 emergency by issuing the Thirty-Fifth Supplement to the Proclamation, ordering four actions
5 to meet the emergency; the Thirty-Fifth Supplement is on file with the Clerk of the Board of
6 Supervisors in Board File No. 210200;

7 WHEREAS, Government Code, Sections 8550 et seq., and Charter, Section 3.100,
8 provide for the concurrence by members of the Board of Supervisors in such emergency
9 declaration and in action taken by the Mayor to meet the emergency; and now, therefore, be it

10 MOVED, That the Board of Supervisors concurs with the following four actions taken
11 by the Mayor to meet the local emergency included in the Mayor's Thirty-Fifth Supplement to
12 the Proclamation, dated February 19, 2021, as such actions are described in full in the Thirty-
13 Fifth Supplement and summarized as follows:

14 Action 1: Allowing COVID-19-related contracts entered into under the 13th
15 Supplement to be extended for an additional 12 months, and revising the 13th Supplement to
16 no longer require departments to submit all COVID-19-related contracts to the Mayor and
17 Board, but to instead maintain a list of such contracts, and requiring the Controller to maintain
18 a list of such contracts and report to the Mayor and the Board, and waiving the requirement
19 that a department submit such contracts to commission overseeing the department, unless
20 requested.

21 Action 2: Revising and replacing Section 3 of the 13th Supplement to the
22 Proclamation concerning Civil Service Commission approval of COVID-19-related contracts to
23 modify the process for emergency approval of such contracts by waiving advance union
24 notification otherwise required by Memoranda of Understanding and requiring that unions be
25

1 notified after approval, and requiring certain reporting to the Civil Service Commission of such
2 contracts.

3 Section 3: Authorizing the Controller to adopt a policy for short term
4 extensions of existing agreements unrelated to the City’s COVID-19 response without
5 competitive solicitation or compliance with the Administrative Code procurement procedures.

6 Section 4: Authorizing the Controller to adopt a policy under which the City
7 may provide expedited payments of funds covering cost-of-doing-business or cost-of-living
8 increases in the current fiscal year appropriated in the Budget and Annual Appropriation
9 Ordinance enacted on October 1, 2020, to nonprofit organizations that provide services under
10 existing agreements with the City in place on the date of this Order.

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**THIRTY-FIFTH SUPPLEMENT TO MAYORAL PROCLAMATION DECLARING
THE EXISTENCE OF A LOCAL EMERGENCY DATED FEBRUARY 25, 2020**

WHEREAS, California Government Code Sections 8550 et seq., San Francisco Charter Section 3.100(14) and Chapter 7 of the San Francisco Administrative Code empower the Mayor to proclaim the existence of a local emergency, subject to concurrence by the Board of Supervisors as provided in the Charter, in the case of an emergency threatening the lives, property or welfare of the City and County or its citizens; and

WHEREAS, On February 25, 2020, the Mayor issued a Proclamation (the “Proclamation”) declaring a local emergency to exist in connection with the imminent spread within the City of a novel (new) coronavirus (“COVID-19”); and

WHEREAS, On March 3, 2020, the Board of Supervisors concurred in the Proclamation and in the actions taken by the Mayor to meet the emergency; and

WHEREAS, On March 4, 2020, Governor Gavin Newsom proclaimed a state of emergency to exist within the State due to the threat posed by COVID-19; and

WHEREAS, On March 6, 2020, the Health Officer declared a local health emergency under Section 101080 of the California Health and Safety Code, and the Board of Supervisors concurred in that declaration on March 10, 2020; and

WHEREAS, On March 16, 2020, the City’s Health Officer issued a stay safe at home order, Health Officer Order No. C19-07 (the “Stay Safer At Home Order”), requiring most people to remain in their homes subject to certain exceptions including obtaining essential goods such as food and necessary supplies, and requiring the closure of non-essential businesses; the Health Officer has amended the Stay Safer At Home Order to modify the ongoing restrictions; and

WHEREAS, There have been over 33,000 confirmed cases of COVID-19 within the City and 387 COVID-19-related deaths in the City; there have been more than 3,400,000 confirmed cases in California and more than 48,000 COVID-19-related deaths in California; and



WHEREAS, The emergency has required the City to take very quick action to secure services and supplies necessary to mount an adequate response, and due to the expediency required to address the emergency it has not been feasible to comply with the City’s normal procurement rules and obtain the normal approvals for emergency-related contracts. To expedite the process, the Mayor authorized streamlined contracting procedures in Section 1 of the Thirteenth Supplement to the Proclamation of Local Emergency, dated May 11, 2020, for contracts related to the City’s response to the emergency, including contracts for procurement of commodities or services, contracts for public works, and grant agreements (“COVID-19-Related Contracts”). The Board of Supervisors concurred in the Thirteenth Supplement on May 19, 2020. Section 1 of the Thirteenth Supplement allows City departments to utilize the streamlined procedures to enter into contracts of one year or less for procurements related to the emergency response. Because emergency conditions persist, it is in the public interest to allow these contracts to be extended beyond one year to ensure these necessary services are not disrupted; and

WHEREAS, Section 1 of the Thirteenth Supplement also required departments to provide the Mayor and the Clerk of the Board of Supervisors copies of all COVID-19-Related Contracts entered under the streamlined procedures each month. That reporting requirement has imposed additional burdens on departments at a time when those departments are focused on responding to the emergency; and

WHEREAS, Section 2 of the Thirteenth Supplement authorized the Controller to adopt a policy allowing City departments to modify agreements in place on May 11, 2020 without complying with competitive solicitation and procurement procedures that would otherwise be required. The order permitted the Controller’s policy to authorize contract modifications that extend agreements by up to six months but no later than June 30, 2021. The emergency and the Stay Safer At Home Order has continued to stretch the City’s workforce, requiring many City workers to serve assignments as disaster service workers and requiring City offices to close. These disruptions have inhibited the City’s ability to engage in normal procurement, and it is therefore in the public interest to allow existing contracts to be extended for a longer period of time and waive necessary local law to ensure continuity of services while the City returns to normal operations; and

WHEREAS, As a result of the COVID-19 pandemic, many nonprofit organizations that provide critical services to the public and to the City have faced significant operational challenges. To compensate those organizations for increases in the cost of doing



business, the Budget and Annual Appropriation Ordinance enacted on October 1, 2020 authorized funding increases for nonprofit organizations that have contracts or grants with the City. But in many cases, the City must modify contracts or grant agreements and take additional administrative steps before providing these nonprofit organizations with the additional funds that have been appropriated in the budget. These delays could threaten the continuous operation of services to the public and the City;

NOW, THEREFORE,

I, London N. Breed, Mayor of the City and County of San Francisco, proclaim that there continues to exist an emergency within the City and County threatening the lives, property or welfare of the City and County and its citizens;

In addition to the measures outlined in the Proclamation and in the Supplements to the Proclamation issued on various dates, it is further ordered that:

(1) Section 1 of the Thirteenth Supplement to the Proclamation of Local Emergency is revised as follows: City departments may modify COVID-19-Related Contracts executed before February 1, 2021, to extend the term of the agreement up to an additional twelve months. To clarify any ambiguity in the Thirteenth Supplement, COVID-19-Related Contracts are any agreements related to the City's response to the emergency, including contracts for procurement of commodities or services, contracts for public works, grant agreements, leases, and other agreements for use or occupation of space on City property.

For all COVID-19-Related Contracts newly executed or amended on or after February 1, 2021, the Department Head shall not be required to submit a copy of the agreement to the Mayor and the Clerk of the Board of Supervisors; rather, each Department Head shall maintain a list of COVID-19-Related Contracts executed or amended under this Order that did not comply with competitive solicitation and procurement procedures in the Administrative Code, did not receive required advance approval from a commission that would otherwise be required, did not include terms otherwise required by the Administrative and Environment Codes, or did not receive approval from the Civil Service Commission that would be otherwise required. The Controller also shall maintain a list of all such COVID-19-Related Contracts and provide it to the Mayor and Board of Supervisors upon request and at appropriate intervals determined by the Controller.



For all COVID-19-Related Contracts newly executed or amended on or after February 1, 2021, Departments shall not be required to obtain approval that would otherwise be required from the commission overseeing the department, provided that (i) the Department Head or the Department Head's designee determines in writing that the commission is unable to meet in a timely manner to enable approval of the COVID-19-Related Contract or amendment within the time needed to address the exigency or emergency; or (ii) the Department Head or designee informs the chairperson and secretary of the commission in advance that the department is entering into the COVID-19-Related Contract or amendment. Upon request from the commission, the Department Head or designee shall submit a copy of the COVID-19-Related Contract or amendment to the commission.

Amendments to COVID-19-Related Contracts under this Order that require approval from the Civil Service Commission may be authorized as provided in Section 2 of this 35th Supplement. All other provisions of Section 1 of the Thirteenth Supplement remain unchanged.

Nothing in this Order waives or modifies the requirements and restrictions of the Campaign and Governmental Conduct Code, the approval requirements of Charter Section 9.118 with regard to any COVID-19-Related Contract, the requirement for approval as to form by the City Attorney, or requirements for certification of available funds by the Controller.

The Controller, in consultation with the Office of Contract Administration, may issue guidance and regulations to implement this Order.

This Order shall remain in place during the local emergency unless terminated earlier by the Mayor or the Board of Supervisors.

(2) Section 3 of the Thirteenth Supplement to the Proclamation of Local Emergency is revised and replaced as follows: Except as provided in Section 2(c), Departments shall obtain Civil Service Commission ("CSC") approval for all COVID-19-Related Contracts subject to the CSC Personal Services Contracts policy, and for all amendments to such contracts (collectively, "PSCs").

(a) Emergency CSC Approval.



(i) Should a Department Head or designee determine that CSC approval is normally required for a proposed COVID-19-Related PSC or amendment to such PSC, and that due to posting and other requirements, CSC approval will not be possible by the specific date the COVID-19-Related PSC or PSC amendment must be finally approved to address an exigency or emergency, the Department Head or designee must provide the CSC Executive Officer (“Executive Officer”) a written explanation of the exigency or emergency that requires immediate action on the PSC. The Executive Officer may then in her discretion approve the PSC after consultation with the CSC Chairperson or Vice Chairperson. The Executive Officer shall respond to emergency PSC approval requests within 48 hours (which shall include weekends and holidays). Emergency PSC approval by the Executive Officer is not subject to revision or reversal.

(ii) Following any emergency CSC approval by the Executive Officer, the Department Head or designee shall provide union notification of the PSC to the extent such notification would otherwise have been required in advance of the CSC approval under any Memorandum of Understanding. The notification required by this subsection (ii) shall supersede any requirement for advance notification in a Memorandum of Understanding. After providing the notice required by this subsection (ii), the Department Head or designee shall provide a report regarding the PSC at a CSC meeting no more than 30 days after the Executive Officer’s approval.

(b) Reporting of Previous PSCs. Within 30 days of the date of this Order, Departments shall submit a written report to the Executive Officer regarding any COVID-19-Related PSC or PSC amendment executed before the date of this Order for which the Department did not obtain regular CSC approval or emergency CSC approval. The Executive Officer may prescribe the form and content of these reports. These reports shall be made publicly available and shall be reviewed at a CSC meeting as soon as practicable after their submittal.

(c) Waiver of CSC Approval for COVID-19-Related Purchase Orders. CSC approval is not required for COVID-19-Related Purchase Orders that include a service component. The CSC, in consultation with the Office of the Controller and the Office of Contract Administration, shall make publicly available a report on all COVID-19-Related Purchase Order transactions that are subject to the CSC Personal Services Contracts policy.

The CSC may issue guidance and regulations to implement this Order.



(3) The Controller is authorized to adopt a policy allowing all City departments to modify agreements in place on the date of this Order that expire on or before June 30, 2021, including but not limited to services contracts, grant agreements, construction contracts, and leases (“Existing Contract Modifications”) without complying with competitive solicitation and procurement procedures in the Administrative Code. The Controller’s policy shall allow Existing Contract Modifications to extend the term of a contract in intervals up to six months, and shall specify criteria and approval requirements for any term extension that will exceed six months. The Controller’s policy shall not allow any Existing Contract Modifications that extend the term of an agreement past June 30, 2022, or increase the cost to the City, except that modifications to a general services, professional services, commodity, lease, or grant agreement may increase the not-to-exceed amount to the extent permitted by the policy and as necessary given the extension duration noted above. Existing Contract Modifications authorized by the policy shall not be subject to approval by the Civil Service Commission. Nothing in this Order waives or modifies the approval requirements of Charter Section 9.118. This Order shall not apply to COVID-19-Related Contracts as defined by Section 1, above, and amendments of those contracts shall be governed by Section 1 of this Order. This Order shall remain in place during the local emergency unless terminated earlier by the Mayor or the Board of Supervisors.

(4) The Controller is authorized to adopt a policy under which the City may provide expedited payments of funds covering cost-of-doing-business or cost-of-living increases in the current fiscal year appropriated in the Budget and Annual Appropriation Ordinance (Ordinance No. 165-20), enacted on October 1, 2020, to nonprofit organizations that provide services under existing agreements with the City in place on the date of this Order. The policy may authorize these payments without requiring City departments to execute amendments to modify the budgets, rates of payments, not-to-exceed requirements, or other terms in existing agreements between the City and the nonprofit organizations.

DATED: February 19, 2021

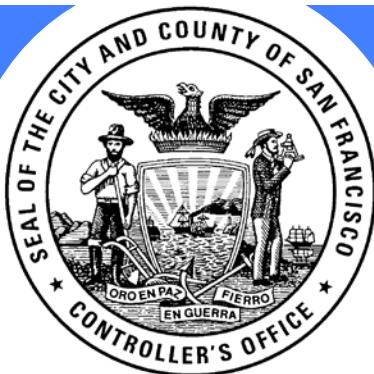
A handwritten signature in blue ink that reads "London Breed".

London N. Breed
Mayor of San Francisco

COVID-19 Emergency Procurements

13th & 35th

Emergency Declaration Supplements



CITY & COUNTY OF SAN FRANCISCO

Office of the Controller

Office of Contract Administration

April 15, 2021

COVID-19 Emergency Procurement Supplements

Emergency Declaration, February 25, 2020

13th Supplement, May 11, 2020

- COVID Related: Permitted streamlined emergency contracts of up to 1 year.
- Other Purchasing: Permitted extensions of existing contracts of 6 months, but not later than June 30, 2021.
- Charter required, BOS approvals for certain contracts and modifications remain.

35th Supplement, February 19, 2021

- Provides for extension of these rules by the Controller's Office.
- COVID Related: Authorizes amendments of up to 12 months for contracts executed before February 1, 2021.
- Other Purchasing: Authorizes extensions in 6-month increments, but only up to June 30, 2022, and limits increase in cost to the City for extension durations for general services, professional services, commodity, lease or grant agreements.
- Charter required, BOS approvals for certain contracts and modifications remain.

Procurements Summary, 13th Supplement

COVID-19 Emergency Procurements, 13 th Supplement, CON Concurrence, post 5/11/2020 Summary		# of Contracts	Contract Amounts, \$M
Written Executed Contracts			
A	Non-Construction - New Contracts, that went thru 13th Suppl. CON Concurrence Process	14	\$ 42.3
B	Non-Construction - Amended Contracts, that went thru 13th Suppl. CON Concurrence Process	1	\$ 3.2
	Subtotal	15	\$ 45.5
C	Grant Award Contract Amendments Allowed Under 13th Suppl., but Not COVID-19 Related Costs	129	\$ 77.4
Purchase Order (PO) Agreements		# of POs	PO Amounts \$M
D	POs issued from Written Executed Contracts that used 13th Suppl. CON Concurrence Process	14	\$ 20.1
E	Amended Contract - Hostelling International	1	\$ 2.5
	Subtotal	15	\$ 22.6
Purchase Order (PO) Agreements - Direct			
F	Direct POs, using Emergency Purchasing Authority that used 13th Suppl. CON Concurrence Process	19	\$ 2.1

Non-COVID-19 Contract Extensions: 10-20

OCA Estimate, for count of SF Administrative Code Chapter 21 contracts only.

Procurements Summary, 13th Supplement

	Examples
A	As-Needed Hospital Beds, Medical Contract Staff, Testing, Hotel Rooms, Meals, Cleaning Supplies
B	Hotel Rooms , Meals
C	Grant Contracts w/ Nonprofits
D	Give2SF-COVID-19 Donation Grant Award, Small Business Resilience Fund, SF HELP Revolving Loan Fund
D	As-Needed Hospital Beds, Medical Contract Staff, Testing, Hotel Rooms, Meals, Cleaning Supplies
E	Hotel Rooms, Meals
F	N95 Masks, ADA Bathroom & Handwashing Stations & Cleaning, Janitorial Supplies, Contract Services

For Context, All Procurements in FY 2019-20

All Procurements During FY 2019-20	# of Contracts	% of FY 2019-20	Contract Award Amount, \$M	% of FY 2019-20
Written Executed Contracts Approved & Beginning in...	3,368		\$ 5,444.9	
Non-Construction	1,490	44%	\$ 3,013.6	55%
Grant Award Contracts	1,678	50%	\$ 1,531.3	28%
Construction	200	6%	\$ 900.0	17%
Purchase Order (PO) Agreements	119,389			
Direct-to-PO	93,723	79%		
PO linked to Written Executed Contracts	25,666	21%		

COVID-19 Emergency Procurement Supplements

35th Supplement, February 19, 2021

- **COVID-Related:** Permits extensions of emergency contracts of 1 additional year, e.g. SIP hotel extensions are one of the largest service bundles. Needs CSC Approval.
- **Non-COVID contracts:** Permits extensions of existing contracts of up to 6 months, but not later than June 30, 2022.
 - Permits Controller to develop criteria for beyond 6 months
- **Qualifying Contracts:**
 - **COVID contracts:** in effect prior February 1, 2021
 - **Non-COVID contracts:** in place as of February 19, 2021 and expiring on or before June 30, 2021, including but not limited to services contracts, grant agreements, construction contracts, and leases.
- **Non-profit cost of doing business increases:** Permits payment of BOS-approved cost-of-doing business increases without contract modification.
- **CSC approval process and Union Notification:** Requirements clarified and streamlined.
- **Reporting:** Simplifies requirements – departments retain, transmit to the Mayor and Board on request. Controller periodic reporting to the Mayor and Board.
- **Charter required, BOS approvals** for certain contracts and modifications remain.

Procurement Needs Survey, 35th Supplement

On January 13th, the Controller's Office and OCA surveyed departments to understand the need for an update to the Controller's Expedited Contract Modification Policy. Seven departments responded to this request.

Depts	Contracts	Vendors	Amount	Average Amount	Nonprofit Ratio
CAO	1	1	\$3,500,000	\$3,500,000	0%
DCYF	4	4	\$4,153,465	\$1,038,366	0%
DPH	80	56	\$471,321,421	\$5,891,518	57%
HSA	13	13	\$2,954,178	\$227,244	23%
HSH	16	10	\$53,919,125	\$3,369,945	100%
OCA	5	5	\$19,830,000	\$3,966,000	0%
PUC	8	8	\$23,141,222	\$2,892,653	0%
TOTAL	127	97	\$578,819,411	\$2,983,675	46%

Procurement Needs Survey, 35th Supplement

\$5 million or greater

Supplier	Contract	Service Type/Brief Description	Total Not To Exceed	Dept
Regents of The University of California	1000019632	UC Affiliation Agreement	\$ 224,608,029	DPH
RAMS - Peer to Peer	1000003052	Peer to Peer Employment and Peer Specialist Mental Health Certificate Serv	\$ 28,388,060	DPH
Edgewood Center for Children and Families	1000010030	Mental Health Prevention and Treatment Services	\$ 24,224,508	DPH
Walgreens	1000002827	Federal drug discount program established under Section 340B of the Public	\$ 19,600,000	DPH
Univar	1000008941	Sodium hypochlorite to SFO, PUC-WWE and PUC-WSTD	\$ 16,000,000	OCA
UCSF -Regents DSAAM	1000010465	Addiction treatment and to reduce dangers of drug abuse	\$ 13,998,945	DPH
Baker Places - Hummingbird (BHC at ZSFGH)	1000012788	Psychiatric Respite Program serving San Francisco adults	\$ 9,969,867	DPH
Omicell Inc.	1000002783	Pharmacy Cabinets, Packagers, Carousels	\$ 9,853,866	DPH
HealthRight 360 - I&Q Hotels	1000019338	Isolation and Quarantine sites for people who test positive for COVID 19.	\$ 9,777,756	DPH
Bayview Hunters Point Foundation	1000011308	Mental Health and Substance Abuse Services	\$ 9,757,806	DPH
Alternative Family Services	1000010827	Mental Health Services	\$ 9,680,288	DPH
314E Corporation	1000009063	Resources for Orion Integration	\$ 9,406,624	DPH
Rona Consulting	1000002808	Kaizen / Lean/ 3P	\$ 8,996,856	DPH
Central City Hospitality House	1000011069	Mental Health and Support Services for Older Adults	\$ 8,804,235	DPH
Netsmart Technologies	1000010130	Maintenance Agreement AVATAR	\$ 8,781,482	DPH
Apex Print Technologies, DBA Apex Revenue	1000009558	Patient Statement Mailers	\$ 8,540,000	DPH
YMCA Urban Services - SF HOPE	1000003067	Peer Health Leadership Program	\$ 8,157,898	DPH
HOMELESS PRENATAL PROGRAM (HPP)	1000007196	Housing Locator, Housing Placement, & Rental Assistance	\$ 6,221,577	HSH
LARKIN STREET YOUTH SERVICES	1000007301	Transitional Housing	\$ 6,057,287	HSH
Med One Capital Funding LLC	1000002793	Beds for SFGH (Hillrom; Assignment)	\$ 5,848,731	DPH
TENDERLOIN HOUSING CLINIC INC (THC)	1000007285	Money Management	\$ 5,425,917	HSH
SWORDS TO PLOWSHARES	1000008992	Support Services	\$ 5,092,190	HSH
CH2MHILL/AVILA JOINT VENTURE	1000000091	PUC WASTEWTR AND STORMWTR TECH	\$ 5,000,000	PUC
F E JORDAN ASSOCIATES INC	1000000088	PUC WASTEWTR STRMWATER TECH	\$ 5,000,000	PUC

35th Supplement

Policy Guidance issued to all CFOs and Procurement Staff, noting:

- Temporary nature of this emergency process.
- Departments expected to transition back to standard procurement procedures as much as possible.
- COVID Related: Absent an RFP/Q process, all City Departments shall still be attempting to obtain at least 3 quotes from 3 different suppliers.
- Contract not-to-exceed amounts for contract time extensions permitted but on a pro-rated basis consistent with budget allocations.
- Departments should continue to ensure the City is obtaining best value and performing fair purchasing.

Knowns, Unknowns & Other Considerations

- FEMA Public Assistance currently set to end September 30, 2021.
- Other Considerations
 - Vaccine availability, effectiveness periods, new mutations and boosters.
 - Related procurement needs & timing.
 - Departmental contracting capacity given continued response support.
 - Return to Work process.

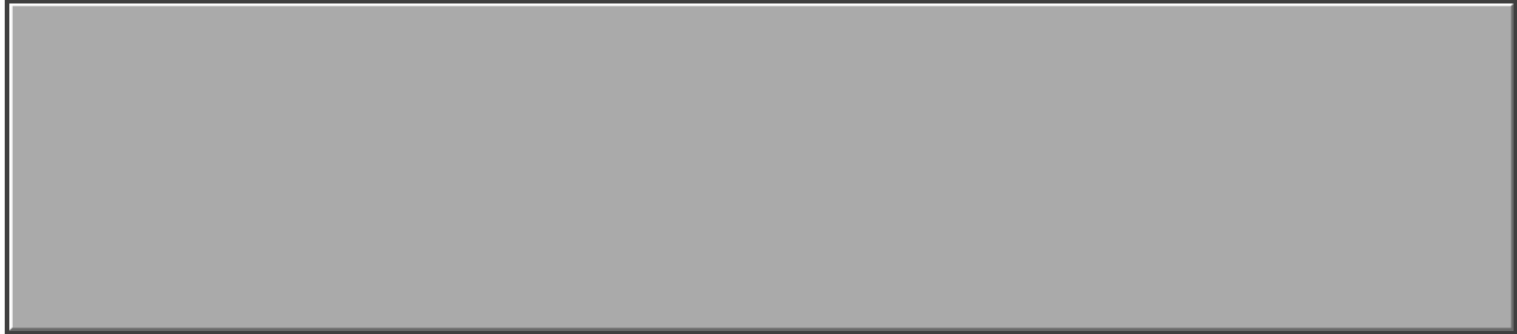
Questions?

Reviews

We are seeking the Controller's (or designee's) concurrence that the following exception(s) is/are required pursuant to the 13 th Supplement:			
Check Here	Section	TOPIC	Exception Requested
<input type="checkbox"/>	1 A	Solicitation and Procurement	Competitive solicitation was not feasible. Exigent circumstances prohibited the department from obtaining even 3 informal bids.
<input type="checkbox"/>	1 C i	Contract Terms	Department must include Contract Terms that may impede FEMA Cost Recovery (e.g. Local Preference)
<input type="checkbox"/>	1 C ii	Contract Terms	Department must omit Contract Terms that are not feasible to meet due to exigency measures required.
<input type="checkbox"/>	1D	Personal Protective and Medical Equipment	It is not feasible to procure PPE pursuant to the City Administrator's March 10, 2020 memorandum and any modifications to that memorandum authorized under Item 7 of the First Supplement to the Proclamation. (This exception requires an email from EOC-Logistics and approval from the Office of Contract Administration stating the Department may proceed. <u>This exception DOES NOT apply to any PPE CCC Logistics has indicated is no longer scarce and that departments may procure on their own.</u>)
<input type="checkbox"/>	We are seeking the Controller's (or designee's) concurrence to amend a Non-COVID-19 Contract for greater than 6 months pursuant to the 35 th Supplement.		

Reviews & Justifications

Please explain the specific exigent circumstances that are causing you to request this exception. ✓



The Department Head acknowledges that not adhering to proper procurement procedures for COVID-19-Related Contracts could result in the City & County (and so the department) forfeiting FEMA Cost Recovery funding. ✓

Signature of Department Head: _____ ✓

Date: _____

The Controller's Designee will demonstrate concurrence through his or her approval in PeopleSoft.

Introduction Form

By a Member of the Board of Supervisors or Mayor

Time stamp
or meeting date

I hereby submit the following item for introduction (select only one):

- 1. For reference to Committee. (An Ordinance, Resolution, Motion or Charter Amendment).
- 2. Request for next printed agenda Without Reference to Committee.
- 3. Request for hearing on a subject matter at Committee.
- 4. Request for letter beginning : "Supervisor inquiries"
- 5. City Attorney Request.
- 6. Call File No. from Committee.
- 7. Budget Analyst request (attached written motion).
- 8. Substitute Legislation File No.
- 9. Reactivate File No.
- 10. Topic submitted for Mayoral Appearance before the BOS on

Please check the appropriate boxes. The proposed legislation should be forwarded to the following:

- Small Business Commission
- Youth Commission
- Ethics Commission
- Planning Commission
- Building Inspection Commission

Note: For the Imperative Agenda (a resolution not on the printed agenda), use the Imperative Form.

Sponsor(s):

Walton

Subject:

Concurring in Actions to Meet Local Emergency - Coronavirus Response

The text is listed:

Motion concurring in actions taken by the Mayor in the Thirty-Fifth Supplement to the Proclamation of Emergency to meet the ongoing local emergency related to the novel coronavirus COVID-19 pandemic by allowing departments to extend COVID-19-related contracts through a streamlined process for an additional twelve months; allowing the Civil Service Commission to approve emergency personal service contracts without requiring advance union notification otherwise required by memoranda of understanding; authorizing the Controller to adopt a policy concerning streamlined approval of certain amendments to non-COVID-19-related contracts; and authorizing the Controller to adopt a policy under which the City may provide expedited payments of funds covering cost-of-doing-business or cost-of-living increases to nonprofit organizations that provide services under existing agreements with the City.

Signature of Sponsoring Supervisor: /s/ Shamann Walton