

File No. 190154

Committee Item No. 6

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget & Finance Committee

Date February 27, 2019

Board of Supervisors Meeting

Date _____

Cmte Board

- Motion
- Resolution
- Ordinance
- Legislative Digest
- Budget and Legislative Analyst Report
- Youth Commission Report
- Introduction Form
- Department/Agency Cover Letter and/or Report
- MOU
- Grant Information Form
- Grant Budget
- Subcontract Budget
- Contract/Agreement
- Form 126 – Ethics Commission
- Award Letter
- Application
- Public Correspondence

OTHER (Use back side if additional space is needed)

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Completed by: Linda Wong

Date February 22, 2019

Completed by: Linda Wong

Date _____

1 [Accept and Expend Grant - California Department of Rehabilitation - State Vocational
2 Rehabilitation Services Program - \$271,200]

3 **Resolution authorizing the Department of Public Health to accept and expend a grant in**
4 **the amount of \$271,200 from the California Department of Rehabilitation to participate**
5 **in a program, entitled "State Vocational Rehabilitation Services Program," for the**
6 **period of July 1, 2019, through June 30, 2022, and waiving indirect costs.**

7
8 WHEREAS, The California Department of Rehabilitation has agreed to fund
9 Department of Public Health (DPH) in the amount of \$271,200, with a required match
10 provided in the amount of \$2,456,625, for a budget total of \$2,727,825, for the period of July
11 1, 2019, through June 30, 2022; and

12 WHEREAS, As a condition of receiving the grant funds, the California Department of
13 Rehabilitation requires the City to enter into an agreement (Agreement), a copy of which is on
14 file with the Clerk of the Board of Supervisors in File No. 190154; which is hereby declared to
15 be a part of this Resolution as if set forth fully herein; and

16 WHEREAS, The purpose of this project is to provide vocational assessment, and
17 employment services including employment preparation, job development, placement and job
18 retention services for diverse groups of adults with severe mental illness; and

19 WHEREAS, The funder requires \$2,456,625 in matching funds from DPH, which is
20 equal to 21.30 percent of the full program budget total, or \$818,875 annually; and

21 WHEREAS, The sources of the matching funds include the Department of Public
22 Health General Fund and Proposition 63: Mental Health Services Act (MHSA); and

23 WHEREAS, An Annual Salary Ordinance amendment is not required as the grant
24 partially reimburses DPH for one existing position, one Health Program Coordinator III (Job
25 Class No. 2593) at .59 FTE for the period of July 1, 2019, through June 30, 2022; and

1 WHEREAS, DPH proposes to maximize use of available grant funds on program
2 expenditures by not including indirect costs in the grant budget; now, therefore, be it

3 RESOLVED, That DPH is hereby authorized to accept and expend a grant in the
4 amount of \$271,200 from California Department of Rehabilitation; and, be it

5 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
6 indirect costs in the grant budget; and, be it

7 FURTHER RESOLVED, That DPH is hereby authorized to accept and expend the
8 grant funds pursuant to Administrative Code, Section 10.170-1; and, be it

9 FURTHER RESOLVED, That the Director of Health is authorized to enter into the
10 agreement on behalf of the City; and, be it

11 FURTHER RESOLVED, That within thirty (30) days of the agreement being fully
12 executed by all parties, the Department of Public Health shall provide the final contract to the
13 Clerk of the Board for inclusion into the official file.

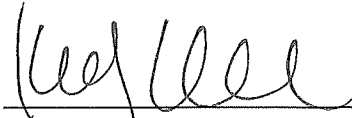
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RECOMMENDED:



Greg Wagner
Acting Director of Health

APPROVED:


for Office of the Mayor


for Office of the Controller

<p>Item 6 File 19-0154</p>	<p>Department: Department of Public Health (DPH)</p>
<p>EXECUTIVE SUMMARY</p>	
<p style="text-align: center;">Legislative Objectives</p> <ul style="list-style-type: none"> • The proposed resolution would allow the Department of Public Health (DPH) to accept and expend a three-year grant of \$271,200 from the California Department of Rehabilitation with a required match of \$2,456,625 for the State Vocational Rehabilitation Services Program for the period of July 1, 2019 through June 30, 2022. <p style="text-align: center;">Key Points</p> <ul style="list-style-type: none"> • The purpose of the State Vocational Rehabilitation Services Program is to provide vocational and situational assessment, work adjustment, and employment services for adults with severe mental illness. The Department of Rehabilitation directly funds the four nonprofit organizations to provide services and 5.75 positions in in the Department of Rehabilitation’s Rehabilitation Team unit and Case Services to support the program. • The grant funds 0.59 Health Coordinator III position in the DPH budget. <p style="text-align: center;">Fiscal Impact</p> <ul style="list-style-type: none"> • The total grant budget for the State Vocational Rehabilitation Services Program over three years is \$11,533,452, which includes (a) \$11,262,252 in direct Department of Rehabilitation funds; and (b) \$271,200 in grant funds to DPH (the subject of this resolution). • The grant requires DPH matching funds of \$2,456,625, of which approximately 59 percent comes from the General Fund, and approximately 41 percent comes from the State’s Mental Health Services Act (Proposition 63) funds. Sufficient funding for the grant match was appropriated in the FY 2018-19 and FY 2019-20 DPH budget. <p style="text-align: center;">Recommendation</p> <ul style="list-style-type: none"> • Approve the proposed resolution. 	

MANDATE STATEMENT

City Administrative Code Section 10.170-1 states that accepting Federal, State, or third-party grant funds in the amount of \$100,000 or more, including any City matching funds required by the grant, is subject to Board of Supervisors approval.

BACKGROUND

Since 1997, the San Francisco Department of Public Health (DPH) has been receiving grant funds from the California Department of Rehabilitation to provide vocational assessment and employment services, including employment preparation, job development, placement, and job retention services for adults with severe mental illness. In September 2016, the Board of Supervisors retroactively approved the most recent grant agreement with the Department of Rehabilitation, providing \$271,200 over three years, from July 2016 through June 2019 (File 16-0897, Resolution 394-16). The grant reimburses DPH for 0.59 Full-Time Equivalent (FTE) Health Coordinator III position.

In addition to the grant, the Department of Rehabilitation directly funds the following four contractors¹ to provide these services to San Francisco residents:

- Richmond Area Multi-Services, Inc. (RAMS), which provides vocational assessment, employment services, and job coaching;
- Citywide Case Management Forensics, which provides vocational assessment and employment services;
- Caminar, Inc., which provides employment services; and
- Occupational Therapy Training Program Groups-San Francisco (OTTP-SF), which provides vocational assessment and employment services.

Additionally, the Department of Rehabilitation directly funds 5.75 FTEs in the Department of Rehabilitation's Rehabilitation Team unit and Case Services. The Rehabilitation Team Unit determines eligibility and functional capacities, assists in the development of individualized plans for employment, and provides vocational counseling and services coordination. Case Services pays for certain client expenses to provide eligible clients with tools, clothing, and any needed materials while in training.

DETAILS OF PROPOSED LEGISLATION

The proposed resolution would authorize DPH to accept and expend Department of Rehabilitation grant funds of \$271,200 for the three-year period of July 1, 2019 through June

¹ According to Mr. Juan Ibarra, DPH Vocational Services Program Manager, the Department of Rehabilitation previously also funded Toolworks, which provided employment services. Toolworks is no longer operating under this program, and its services have been absorbed by Occupational Therapy Training Program Groups-San Francisco.

30, 2022. The proposed grant funds pay for 0.59 FTE position in DPH to coordinate vocational programs and employment services for clients within Community Behavioral Health Services.

FISCAL IMPACT

The State Vocational Rehabilitation Services grant budget over three years is \$11,533,452, shown in Table 1 below, which includes

- (a) \$11,262,252 in direct Department of Rehabilitation funding; and
- (b) \$271,200 in grant funds to DPH (the subject of this resolution)

The proposed grant requires \$2,456,625 in matching funds from DPH, equal to 21.3 percent of Department of Rehabilitation funding of \$11,533,452, as shown in Table 1 below.

Table 1: State Vocational Rehabilitation Services Program Budget and Required DPH Match

Program	FY 2019-20	FY 2020-21	FY 2021-22	Total
<u>Department of Rehabilitation</u>				
Rehabilitation Team Unit	\$634,668	\$634,668	\$634,668	\$1,904,004
Case Services	693,645	693,645	693,645	2,080,935
Richmond Area Multi-Services	1,021,118	1,021,118	1,021,118	3,063,354
Citywide Case Management Forensics	630,343	630,343	630,343	1,891,029
Caminar	416,788	416,788	416,788	1,250,364
Occupational Therapy Training Program	<u>357,522</u>	<u>357,522</u>	<u>357,522</u>	<u>1,072,566</u>
Direct Department of Rehabilitation Funds	\$3,754,084	\$3,754,084	\$3,754,084	\$11,262,252
State Grant to DPH	<u>90,400</u>	<u>90,400</u>	<u>90,400</u>	<u>271,200</u>
Total Department of Rehabilitation Funds	\$3,844,484	\$3,844,484	\$3,844,484	\$11,533,452

According to Mr. Ibarra, of the \$2,456,625 in DPH required matching funds, approximately 59 percent comes from the General Fund, and approximately 41 percent comes from the State’s Mental Health Services Act (Proposition 63) funds. Sufficient funding is provided in the FY 2018-19 and FY 2019-20 DPH budgets.

RECOMMENDATION

Approve the proposed resolution.

10a. Amount budgeted for contractual services: \$0

b. Will contractual services be put out to bid? **No, because this is a continuation of an existing grant where DOR directly contracts with RAMS, Citywide, Caminar, and OTTP-SF. It will not be put out to bid for the new vendor because subvention contracts are exempt from formal competitive bidding at the state level.**

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

11a. Does the budget include indirect costs? Yes No

b1. If yes, how much? N/A

b2. How was the amount calculated? N/A

c1. If no, why are indirect costs not included? N/A

Not allowed by granting agency

To maximize use of grant funds on direct services

Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs?

25.2% of salaries or indirect costs of \$22,780.80 per year

12. Any other significant grant requirements or comments:

The Department of Public Health is seeking approval to accept and expend the renewal of a three year grant in which the total budget amount has remained the same from the previous board approved contract cash match Agreement from July 1, 2016 through June 30, 2019.

GRANT CODE (Please include Grant Code and Detail in FAMIS): HMAD04-20, 10034064

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|---|
| <input checked="" type="checkbox"/> Existing Site(s) | <input checked="" type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:


Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Toni Rucker, PhD
(Name)

DPH ADA Coordinator
(Title)

Date Reviewed:

01/11/2019


(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Greg Wagner
(Name)

Acting Director of Health
(Title)

Date Reviewed:

1/11/19


(Signature Required)

**DOR DEPARTMENT of
REHABILITATION**
Employment, Independence & Equality

Edmund G. Brown Jr.,
Governor



State of California
Health and Human Services Agency

Juan Ibarra
San Francisco Behavioral Health Services
1380 Howard Street, 2nd Floor
San Francisco, CA 94103

December 14, 2018

Dear Mr. Ibarra:

The City & County of San Francisco Department of Public Health- Behavioral Health Services, hereafter referred to as San Francisco County Behavioral Health Services cooperative program, is a third-party cooperative agreement between Department of Rehabilitation (DOR) and San Francisco Behavioral Health Services. Third party cooperative agreements are state and local agreements in which the participating public agency provides DOR with the non-federal match for the purpose of matching federal Vocational Rehabilitation funds.

DOR and San Francisco Behavioral Health Services currently have a three-year agreement that will expire on June 30, 2019. DOR and San Francisco Behavioral Health Services would like to renew the cooperative contract and associated case service contracts for a new three-year term at the current budget funding level for each fiscal year. The term of the contract renewal will be July 1, 2019- June 30, 2022. Budget funding for each fiscal year will be as follows:

Cash Match: \$818,875

Total Payment to San Francisco Behavioral Health Services: \$90,400

DOR Budget and Case Service Contract(s) Total: \$3,754,084

Pending the availability of federal funds, the intent is to fund the full contract term.

Thank you for your continued support and dedication.

A handwritten signature in cursive script that reads 'Courtney Tacker'.

Courtney Tacker
Staff Services Manager I
Cooperative Programs Section

STANDARD AGREEMENT

STD 213 (Rev. 10/2018)

AGREEMENT NUMBER 30852	PURCHASING AUTHORITY NUMBER (if applicable)
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1. This Agreement is entered into between the Contracting Agency and the Contractor named below:

CONTRACTING AGENCY NAME

Department of Rehabilitation

CONTRACTOR NAME

City and County of San Francisco, Department of Public Health- Behavioral Health Services

2. The term of this Agreement is:

START DATE

July 1, 2019

THROUGH END DATE

June 30, 2022

3. The maximum amount of this Agreement is:

\$271,200.00 Cash Match: \$2,456,625.00

4. The parties agree to comply with the terms and conditions of the following exhibits, which are by this reference made a part of the Agreement.

EXHIBITS	TITLE	PAGES
Exhibit A	Scope of Work	1
Exhibit A.1	Contractor's Program Scope of Work	7
Exhibit B	Budget Detail and Payment Provisions	4
Exhibit B.1	Contractor's Program Budget and Narrative	5
Exhibit C*	General Terms and Conditions	1
Exhibit D	Special Terms and Conditions	8
Exhibit E	Additional Provisions - Federally Funded Agreements	3
Exhibit F	Additional Provision	3
Exhibit G	Additional Provisions - Contract Monitoring & Transportation	1

Items shown with an asterisk (*), are hereby incorporated by reference and made part of this agreement as if attached hereto.

These documents can be viewed at www.dgs.ca.gov/ols/resources/standardcontractlanguage.aspx

IN WITNESS WHEREOF, THIS AGREEMENT HAS BEEN EXECUTED BY THE PARTIES HERETO.

CONTRACTOR

CONTRACTOR NAME (if other than an individual, state whether a corporation, partnership, etc.)

City and County of San Francisco - Department of Public Health - Behavioral Health Services

CONTRACTOR BUSINESS ADDRESS

1380 Howard St.

CITY

San Francisco

STATE

CA

ZIP

94103

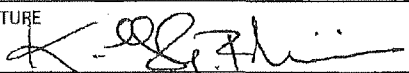
PRINTED NAME OF PERSON SIGNING

Kavoos Ghane Bassiri

TITLE

Director of Behavioral Health Services

CONTRACTOR AUTHORIZED SIGNATURE



DATE SIGNED

1/31/19

STANDARD AGREEMENT

STD 213 (Rev. 10/2018)

AGREEMENT NUMBER

30852

PURCHASING AUTHORITY NUMBER (if applicable)

STATE OF CALIFORNIA

CONTRACTING AGENCY NAME

Department of Rehabilitation

CONTRACTING AGENCY ADDRESS

721 Capitol Mall, 6th Floor

CITY

Sacramento

STATE

CA

ZIP

95814

PRINTED NAME OF PERSON SIGNING

Cynthia Robinson

TITLE

Chief, Contracts & Procurement Section

CONTRACTING AGENCY AUTHORIZED SIGNATURE

DATE SIGNED

CALIFORNIA DEPARTMENT OF GENERAL SERVICES APPROVAL




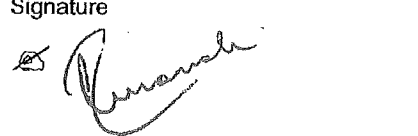
EXEMPTION, IF APPLICABLE

GRANT/CONTRACT SIGNATURE AUTHORIZATION

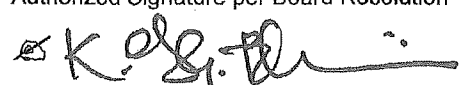
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GRANTEE/CONTRACTOR: STATE OF CALIFORNIA Department of Rehabilitation 721 Capitol Mall Sacramento, California 95814	SUBGRANTEE/CONTRACTEE: (Legal Corporation/Public Agency Name & Address) City and County of San Francisco – Department of Public Health – Behavioral Health Services 1380 Howard Street San Francisco, CA 94103
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The following persons are authorized to request reimbursement of expenses incurred as a result of the agreement between the Grantee/Contractor and Subgrantee/Contractee named above:

Signature 	Name (Please Type or Print) Michelle Ruggels	Title (Please Type or Print) Director of Business Office
Signature 	Name (Please Type or Print) Shirley Giang	Title (Please Type or Print) Budget Director of DPH Business Office
Signature 	Name (Please Type or Print) Marlo Simmons	Title (Please Type or Print) Deputy Director of SF Behavioral Health Services
Signature 	Name (Please Type or Print) Imo Momoh	Title (Please Type or Print) Director of Equity, Social Justice, and Multi- cultural Education

I hereby delegate authority to request reimbursement of expenses as shown above.


Authorized Signature per Board Resolution 	Name (Please Type or Print) Kavoos Ghane Bassiri, Director of Behavioral Health Services	Date Signed 12/19/18
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Pursuant to Public Contract Code section 2010, a person that submits a bid or proposal to, or otherwise proposes to enter into or renew a contract with, a state agency with respect to any contract in the amount of \$100,000 or above shall certify, under penalty of perjury, at the time the bid or proposal is submitted or the contract is renewed, all of the following:

1. CALIFORNIA CIVIL RIGHTS LAWS: For contracts executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and
2. EMPLOYER DISCRIMINATORY POLICIES: For contracts executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Proposer/Bidder Firm Name (Printed)	Federal ID Number
City and County of San Francisco - Department of Public Health - Behavioral Health Services	94-6000417
By (Authorized Signature)	
	
Printed Name and Title of Person Signing	
Kavoos Ghane Bassiri, Director of Behavioral Health Services	
Executed in the County of	Executed in the State of
San Francisco	CA
Date Executed	
1/8/19	



**CITY AND COUNTY OF SAN FRANCISCO
OFFICE OF THE
CITY ADMINISTRATOR
RISK MANAGEMENT DIVISION**



London N. Breed, Mayor
Naomi Kelly, City Administrator

January 8, 2019

Sabrina Pizzuti-Johnson
California Department of Rehabilitation
721 Capitol Mall
Sacramento, CA 95814

RE: CITY AND COUNTY OF SAN FRANCISCO SELF-INSURANCE PROGRAM

This letter certifies that the City and County of San Francisco is self-insured and self-funded for the following insurance coverages, which cover the City and County of San Francisco, its officers and employees.

General Liability insurance in the amount of \$1,000,000 per occurrence and \$2,000,000 general aggregate for bodily injury, property damage, and personal injury to third parties for liability arising out of the City's negligence in performance of this agreement.

Automobile Liability insurance with limits not less than \$1,000,000 combined single limit per accident for bodily injury and property damage including owned, and non-owned and hired auto coverage as applicable.

Workers' Compensation in statutory amounts with Employer's Liability of \$1,000,000 per accident, injury or illness.

The City and County of San Francisco's self-insurance program is not commercial insurance and has no legal capacity to name another entity as additional insured.

Do not hesitate to contact this office should you have any questions.

Sincerely,

Matt Hansen
Director

cc: Juan G. Ibarra, D.Ph., MPH, MSW
SF Department of Public Health

San Francisco County Behavioral Health Services

DOR Program Budget July 1, 2019 - June 30, 2022

<u>ITEM</u>	<u>FTE EXPENDITURE</u>	<u>July 1, 2019- June 30, 2020 TOTAL</u>	<u>July 1, 2020- June 30, 2021 TOTAL</u>	<u>July 1, 2021- June 30, 2022 TOTAL</u>
Rehabilitation Team Unit 1 FTE = \$110,377	Units	5.75	5.75	5.75
		\$634,668	\$634,668	\$634,668
Case Services (Individual Consumer Expenses)		693,645	693,645	693,645
	SUBTOTAL	\$1,328,313	\$1,328,313	\$1,328,313
Case Service Contract(s):				
<u>RAMS, Inc.</u>		\$1,021,118	\$1,021,118	\$1,021,118
<u>Citywide Case Management Forensics</u>		\$630,343	\$630,343	\$630,343
<u>Caminar Inc.</u>		\$416,788	\$416,788	\$416,788
<u>Special Services for Groups-OTTP- SF</u>		\$357,522	\$357,522	\$357,522
TOTAL DOR PROGRAM COST		\$3,754,084	\$3,754,084	\$3,754,084

State Vocational Rehabilitation Services Program

Cooperative Program Agreement with the Department of Rehabilitation
Budget Justification

Annual Budget for Fiscal Year 2019-2022

	Department of Rehabilitation Services	FTE	TOTAL BUDGET with cash match
Direct Cost/Services	FTE Expenditures		Total
DOR State Rehabilitation Counselor	1 FTE - \$110,337	5.75	\$634,668
Will determine eligibility and functional capacities, assist in development of Individualized Plan for Employment, provide vocational counseling and provide services and service coordination that will lead to a successful employment outcomes.			
Case Services, Individual Client Expenses			\$693,645
Provide eligible clients tools, clothing, any needed work materials while in training.			
Case Services Contract			
RAMS			\$1,021,118
Vocational Assessment, Employment Services, Job Coaching			
Citywide			\$630,343
Vocational Assessment, Employment Services			
Caminar			\$416,788
Employment Services			
OTTP-SF			\$357,522
Employment Services			
DOR Case Services Fund			\$693,645
Funding placed in DOR Case Services Fund to use as a FEE-FOR-SERVICE for providers for Job Coaching and off-contract services.			
Total Payment by DOR to Contractor- Health Program Coordinator III		0.59	\$90,400
Funding to provide a Vocational Services Coordinator to coordinate			

vocational programs and employment services for clients within Behavioral Health Services.			
TOTAL CASH MATCH			\$3,844,484
TOTAL CASH MATCH at 21.3%			\$818,875

State Vocational Rehabilitation Services Program

Cooperative Program Agreement with the Department of Rehabilitation
Budget Justification
Annual Budget for Fiscal Years 2019-20, 2020-21, 2021-22


	Department of Rehabilitation Services	FTE	Year 1 Budget	Year 2 Budget	Year 3 Budget	TOTAL 3 YEAR BUDGET
Direct Cost/Services	FTE Expenditures					Total
DOR State Rehabilitation Counselor	1 FTE - \$110,337	5.75	\$634,668	\$634,668	\$634,668	\$1,904,004
Will determine eligibility and functional capacities, assist in development of Individualized Plan for Employment, provide vocational counseling and provide services and service coordination that will lead to a successful employment outcomes.						
Case Services, Individual Client Expenses			\$693,645	\$693,645	\$693,645	\$2,080,935
Provide eligible clients tools, clothing, any needed work materials while in training.						
Case Services Contract						
RAMS			\$1,021,118	\$1,021,118	\$1,021,118	\$3,063,354
Vocational Assessment, Employment Services, Job Coaching						
Citywide Supported Employment			\$630,343	\$630,343	\$630,343	\$1,891,029
Vocational Assessment, Employment Services						
Caminar			\$416,788	\$416,788	\$416,788	\$1,250,364
Employment Services						

OTTP-SF			\$357,522	\$357,522	\$357,522	\$1,072,566
Employment Services						
DOR Case Services Fund			\$693,645	\$693,645	\$693,645	\$2,080,935
Funding placed in DOR Case Services Fund to use as a FEE-FORSERVICE for providers for Job Coaching and off-contract services.						
<i>Total Payment by DOR to Contractor- Health Program Coordinator III</i>		0.59	\$90,400	\$90,400	\$90,400	\$271,200
Funding to provide a Vocational Services Coordinator to coordinate vocational programs and employment services for clients within Community Behavioral Health Services.						
TOTAL CASH MATCH			\$818,875 21.3%	\$818,875 21.3%	\$818,875 21.3%	\$2,456,625 21.3%

CCC 04/2017

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> City and County of San Francisco – Department of Public Health – Behavioral Health Services		<i>Federal ID Number</i> 94-6000417
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> Kavoos Ghane Bassiri, Director of Behavioral Health Services		
<i>Date Executed</i> 1/9/18	<i>Executed in the County of</i> San Francisco	

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 11102) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the

following has occurred: the Contractor has made false certification, or violated the certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that Contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.3.

8. GENDER IDENTITY: For contracts of \$100,000 or more, Contractor certifies that Contractor is in compliance with Public Contract Code section 10295.35.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.

FULL Name of Corporation or Public Agency

City and County of San Francisco – Department of Public Health – Behavioral Health Services

WHEREAS, the Board of Directors or Board of Trustees of the above-named corporation or public agency has read the proposed agreement between State of California, Department of Rehabilitation (DOR), and above-named corporation or public agency and said Board of Directors or Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement.

NOW, THEREFORE, BE IT RESOLVED that said Board of Directors or Board of Trustees does hereby authorize the following person/position

Name/Position of Person Authorized to Sign Agreement

Director of Behavioral Health Services


of the above-named corporation or public agency on behalf of the corporation or public agency to sign and execute any and all documents required by DOR to effectuate the execution of said Agreement and all amendments. This authorization shall remain in effect until the expiration of the contract and shall automatically expire at that time, unless earlier revoked or extended by the Board of Directors.

CERTIFICATION

I, the Recording Secretary named below, hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors or Board of Trustees of above-named corporation or public agency at a meeting of said Board regularly called and convened at which a quorum of said Board of Directors or Board of Trustees was present and voting, and that said resolution was adopted by a vote of the majority of all Directors or Trustees present at said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand as Recording Secretary of said corporation or public agency.

Address Where Board Meeting Held

Date of Board Meeting	Signature of Recording Secretary	Date Signed
		



London N. Breed
Mayor

Greg Wagner
Acting Director of Health

TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Greg Wagner
Acting Director of Health
DATE: January 11, 2019
SUBJECT: Grant Accept and Expend
GRANT TITLE: Accept and Expend Grant – State Vocational Rehabilitation Services Program- \$271,200

Attached please find the original and 1 copy of each of the following:

- Proposed grant resolution, original signed by Department
- Grant information form, including disability checklist -
- Budget and Budget Justification
- Grant application
- Agreement / Award Letter
- Other (Explain): **Form 324- State of California Board Resolution Form**
Note: The State of California has requested this form to be signed by the San Francisco Board of Supervisors. This form will inform the State of California that San Francisco has authority to enter into an agreement with California Department of Rehabilitation. This Board Resolution Form allows that authority.

Special Timeline Requirements:

Departmental representative to receive a copy of the adopted resolution:

Name: Richelle-Lynn Mojica

Phone: 255-3555

Interoffice Mail Address: Dept. of Public Health, Grants Administration for Community Programs, 1380 Howard St.

Certified copy required Yes

No

Introduction Form

By a Member of the Board of Supervisors or Mayor

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO

2019 FEB 5 PM 4:42
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):

Shamann Walton

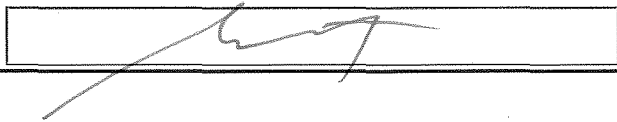
Subject:

Accept and Expend Grant -- State Vocational Rehabilitation Services Program - \$271,200

The text is listed:

Accept and Expend Grant -- State Vocational Rehabilitation Services Program - \$271,200

Signature of Sponsoring Supervisor:



For Clerk's Use Only

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Members, SF Board of Supervisors	City elective office(s) held: Members, SF Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Caminar	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i>	
(1) Suzan Getchell-Wallace, President, Ted Robinson, Olana Khan, Tze Pin Tai, Carole Middleton, Steve Porter, Betsy Pace, Donna Barulich, Belinda Hanson, Barbara Patterson, Rod Sockolov, Samyukt Bajaj, Pratap Bhandia, Barbara Jones, Linda Leao, Kathleen Forward, Frank Vento, Ken Koskella, John Bentley (2) Karen Gianuario (CEO) (3) N/A (4) N/A (5) N/A	
Contractor address: 2600 S. El Camino Real San Mateo, CA94403	
Date that contract was approved:	Amount of contract: \$416,788.00 per year and a total of \$1,250,364 Of DPH and DOR funds combined for 3 years.
Describe the nature of the contract that was approved: The San Francisco Department of Public Health (DPH) provides a cash match with the California Department of Rehabilitation (DOR) to provide vocational rehabilitation training, employment preparation and employment placement services for adults with severe mental illness.	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form (Mayor, London N.Breed)

a board on which the City elective officer(s) serves San Francisco Board of Supervisors

Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

Filer Information <i>(Please print clearly.)</i>	
Name of filer: Angela Calvillo, Clerk of the Board	Contact telephone number: 415-554-5184
Address: City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco CA 94102	E-mail: Board.of.Supervisors@sfgov.org

Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Members, San Francisco Board of Supervisors	City elective office(s) held: Members, San Francisco Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Regents of the University of California/ CITYWIDE: program of SFGH/ Department of Psychology	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i>	
(1) Board: Regents of the University of California (2) Chief Executive Officer: Mark Leary, MD; Chief Financial Officer & Chief Operating Officer: Avice Yee (3) N/A (4) N/A (5) N/A	
Contractor address: 982 Mission Street, San Francisco, CA 94103	
Date that contract was approved:	Amount of contract: \$630,343 per year and \$1,891,029 total DPH and DOR funds combined for 3 years.
Describe the nature of the contract that was approved: Collaborative agreement with the Department of Rehabilitation, The San Francisco Department of Public Health (DPH) provides a cash match with the California Department of Rehabilitation (DOR) to provide vocational rehabilitation training, employment preparation and employment placement services for adults with severe mental illness.	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form (Mayor, London N. Breed)

a board on which the City elective officer(s) serves San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

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Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

**FORM SFEC-126:
NOTIFICATION OF CONTRACT APPROVAL**
(S.F. Campaign and Governmental Conduct Code § 1.126)

City Elective Officer Information <i>(Please print clearly.)</i>	
Name of City elective officer(s): Members, SF Board of Supervisors	City elective office(s) held: Members, SF Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Richmond Area Multi-Services, Inc. (RAMS)	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i> (1) Alvin Alvarez, PhD; Anoshua Chaudhuri, PhD; Cynthia Huie; Loren Krane, PhD; Elizabeth Loh; Tom Yeh (2) Jorge Wong, PhD – CEO (3) none (4) none (5) none	
Contractor address: 4355 Geary Blvd., San Francisco, CA 94118	
Date that contract was approved:	Amount of contract: \$1,021,118 per year and \$3,063,354 total DPH and DOR funds combined for 3 years.
Describe the nature of the contract that was approved: The San Francisco Department of Public Health (DPH) provides a cash match with the California Department of Rehabilitation (DOR) to provide vocational rehabilitation training, employment preparation and employment placement services for adults with severe mental illness.	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form (Mayor, London N. Breed)

a board on which the City elective officer(s) serves San Francisco Board of Supervisors
Print Name of Board

the board of a state agency (Health Authority, Housing Authority Commission, Industrial Development Authority Board, Parking Authority, Redevelopment Agency Commission, Relocation Appeals Board, Treasure Island Development Authority) on which an appointee of the City elective officer(s) identified on this form sits

Print Name of Board

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Signature of City Elective Officer (if submitted by City elective officer)

Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed

FORM SFEC-126:
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Name of City elective officer(s):	City elective office(s) held:
Members, SF Board of Supervisors	Members, SF Board of Supervisors
Contractor Information <i>(Please print clearly.)</i>	
Name of contractor: Special Service for Groups Occupational Therapy Training Program – San Francisco (OTTP-SF)	
<i>Please list the names of (1) members of the contractor's board of directors; (2) the contractor's chief executive officer, chief financial officer and chief operating officer; (3) any person who has an ownership of 20 percent or more in the contractor; (4) any subcontractor listed in the bid or contract; and (5) any political committee sponsored or controlled by the contractor. Use additional pages as necessary.</i>	
(1) Members: Fernando Del Rio; Glen H. Pacheco; Anthony A. Trias; Henry C. Wong, Esq; and Sanjay Chhugani, MBA (2) John M. Eckman, MBA (President); Donna Wong, Esq (1st VP); Donna Mills, MBA, MSW (2nd VP); Donald A. Kincey, MBA (Treasurer); Herbert K. Hatanaka, DSW (Secretary) (3) N/A (4) N/A (5) N/A	
Contractor address: 425 Divisadero Street, Suite 300, San Francisco CA 94117	
Date that contract was approved:	Amount of contract: \$357,522 per year and \$1,072,566 total DPH and DOR funds combined for 3 years.
Describe the nature of the contract that was approved: The San Francisco Department of Public Health (DPH) provides a cash match with the California Department of Rehabilitation (DOR) to provide vocational rehabilitation training, employment preparation and employment placement services for transitional age youth consumers.	
Comments:	

This contract was approved by (check applicable):

the City elective officer(s) identified on this form (Mayor, London N. Breed)

X a board on which the City elective officer(s) serves San Francisco Board of Supervisors

Print Name of Board

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Date Signed

Signature of Board Secretary or Clerk (if submitted by Board Secretary or Clerk)

Date Signed