

**City and County of San Francisco
San Francisco Children and Families First Commission
1390 Market Street, Suite 318
San Francisco, CA 94102**

Fifth Amendment

THIS AMENDMENT (this "Amendment") is made as of **September 7, 2016**, in San Francisco, California, by and between **WestEd** ("Contractor"), and the City and County of San Francisco, a municipal corporation ("City"), acting by and through its San Francisco Children and Families First Commission (dba First 5 San Francisco).

RECITALS

WHEREAS, City and Contractor have entered into the Agreement (as defined below);

To provide citywide quality rating and program improvement services to early care and education providers

and

WHEREAS, City and Contractor desire to modify the Agreement on the terms and conditions set forth herein to [give a general description of what the Amendment is doing, such as "extend the performance period, increase the contract amount, and update standard contractual clauses"];

NOW, THEREFORE, Contractor and the City agree as follows:

1. Definitions. The following definitions shall apply to this Amendment:

1a. Agreement. The term "Agreement" shall mean the Agreement dated **July 12, 2012** between Contractor and City, as amended by the:

First amendment, dated March 15, 2013;
Second amendment, dated September 19, 2013;
Third amendment, dated May 28, 2014; and
Fourth amendment, dated May 13, 2015.

1b. Contract Monitoring Division. Effective July 28, 2012, with the exception of Sections 14B.9(D) and 14B.17(F), all of the duties and functions of the Human Rights Commission under Chapter 14B of the Administrative Code (LBE Ordinance) were transferred to the City Administrator, Contract Monitoring Division ("CMD"). Wherever "Human Rights Commission" or "HRC" appears in the Agreement in reference to Chapter 14B of the Administrative Code or its implementing Rules and Regulations, it shall be construed to mean "Contract Monitoring Division" or "CMD" respectively.

1c. Other Terms. Terms used and not defined in this Amendment shall have the meanings assigned to such terms in the Agreement.

2. Modifications to the Agreement. The Agreement is hereby modified as follows:

2a. Section 3.2. Section **Duration of Term** of the Agreement currently reads as follows:

The term of this Agreement shall commence on the later of (a) **JULY 1, 2012** and (b) the effective date specified in Section 3.1. Such term shall end at 11:59 p.m. San Francisco time on **JUNE 30, 2016**.

Such section is hereby amended in its entirety to read as follows:

The term of this Agreement shall commence on the later of (a) **JULY 1, 2012** and (b) the effective date specified in Section 3.1. Such term shall end at 11:59 p.m. San Francisco time on **JUNE 30, 2017**.

2b. Section 5.1. Section **Maximum Amount of Grant Funds** of the Agreement currently reads as follows:

In no event shall the amount of Grant Funds disbursed hereunder for Quality Improvement Services exceed **FOUR MILLION FIVE HUNDRED AND FIFTY-TWO THOUSAND EIGHT HUNDRED** Dollars (**\$4,552,800.00**) in the period from **JULY 1, 2012** to **JUNE 30, 2016**.

In no event shall the amount of Grant Funds disbursed hereunder for Quality Rating Services exceed **THREE MILLION NINE HUNDRED AND EIGHTY-FIVE THOUSAND NINE HUNDRED AND TWENTY-FIVE** Dollars (**\$3,985,925.00**) in the period from **JULY 1, 2012** to **JUNE 30, 2016**.

In no event shall the amount of Contingent Funds disbursed hereunder exceed **ONE HUNDRED TWENTY-ONE THOUSAND AND ONE HUNDRED AND FIFTY-TWO** Dollars (**\$121,152.00**) in the period from **JULY 1, 2015** to **JUNE 30, 2016**, **pending availability of funding and subject to authorization** by First 5 San Francisco and **certified by the Commission of First 5 San Francisco and the Controller's Office**.

The maximum amount of Grant Funds and Contingent Funds disbursed hereunder shall not exceed **EIGHT MILLION SIX HUNDRED FIFTY-NINE THOUSAND EIGHT HUNDRED AND SEVENTY-SEVEN** Dollars (**\$8,659,877.00**) in the period from **JULY 1, 2012** to **JUNE 30, 2015**.

Grantee understands that, of the maximum amount of funds stated under Section 5.1 of this Agreement, **the amount listed as the Contingent Funds will not be available and may not be used in program budgets attached to Appendix B of this Agreement without an approved**

budget modification by First 5 San Francisco. Grantee further understands that no payment of any portion of this contingency amount will be made unless and until such funds are certified as available by First 5 San Francisco and the Controller's Office. Grantee agrees to fully comply with these laws, regulations, policies, and procedures.

Such section is hereby amended in its entirety to read as follows:

In no event shall the amount of Grant Funds disbursed hereunder for Quality Improvement Services exceed **FIVE MILLION TWO HUNDRED NINETY THOUSAND FIVE HUNDRED AND THIRTEEN Dollars (\$5,290,513.00)** in the period from **JULY 1, 2012** to **JUNE 30, 2017**.

In no event shall the amount of Grant Funds disbursed hereunder for Quality Rating Services exceed **FOUR MILLION SEVEN HUNDRED ONE THOUSAND SIX HUNDRED AND TWO Dollars (\$4,701,602.00)** in the period from **JULY 1, 2012** to **JUNE 30, 2017**.

The maximum amount of Grant Funds and Contingent Funds disbursed hereunder shall not exceed **NINE MILLION NINE-HUNDRED NINETY-TWO THOUSAND ONE HUNDRED FIFTEEN Dollars (\$9,992,115.00)** in the period from **JULY 1, 2012** to **JUNE 30, 2017**.

2c. Sugar-Sweetened Beverage Prohibition. Section 2C. is hereby replaced in its entirety to read as follows:

Sugar-Sweetened Beverage Prohibition. Contractor agrees that it will not sell, provide, or otherwise distribute Sugar-Sweetened Beverages, as defined by San Francisco Administrative Code Chapter 101, as part of its performance of this Agreement.

2d. Insurance. Section Article 10 Insurance is hereby replaced in its entirety to read as follows:

Article 10 Insurance.

a. Without in any way limiting Contractor's liability pursuant to the "Indemnification" section of this Agreement, Contractor must maintain in force, during the full term of the Agreement, insurance in the following amounts and coverages:

- 1) Workers' Compensation, in statutory amounts, with Employers' Liability Limits not less than \$1,000,000 each accident, injury, or illness; and
- 2) Commercial General Liability Insurance with limits not less than \$1,000,000 each occurrence and \$2,000,000 general aggregate for Bodily Injury and Property Damage, including Contractual Liability, Personal Injury, Products and Completed Operations; and
- 3) Commercial Automobile Liability Insurance with limits not less than \$1,000,000 each occurrence, "Combined Single Limit" for Bodily Injury and Property Damage, including Owned, Non-Owned and Hired auto coverage, as applicable.

4) Fidelity Bond. Grantee shall maintain throughout the term of this contract, at its expense a blanket fidelity bond covering all officers and employees, including City as additional obligee or loss payee as its interests may appear.

- a. All policies shall be endorsed to provide thirty (30) days' advance written notice to the City of cancellation for any reason, intended non-renewal, or reduction in coverages. Notices shall be sent to the City address set forth in the Section entitled "Notices to the Parties."
- b. Should any of the required insurance be provided under a claims-made form, Contractor shall maintain such coverage continuously throughout the term of this Agreement and, without lapse, for a period of three years beyond the expiration of this Agreement, to the effect that, should occurrences during the contract term give rise to claims made after expiration of the Agreement, such claims shall be covered by such claims-made policies.
- c. Should any required insurance lapse during the term of this Agreement, requests for payments originating after such lapse shall not be processed until the City receives satisfactory evidence of reinstated coverage as required by this Agreement, effective as of the lapse date. If insurance is not reinstated, the City may, at its sole option, terminate this Agreement effective on the date of such lapse of insurance.
- d. Before commencing any Services, Contractor shall furnish to City certificates of insurance and additional insured policy endorsements with insurers with ratings comparable to A-, VIII or higher, that are authorized to do business in the State of California, and that are satisfactory to City, in form evidencing all coverages set forth above. Approval of the insurance by City shall not relieve or decrease Contractor's liability hereunder.
- e. If Contractor will use any subcontractor(s) to provide Services, Contractor shall require the subcontractor(s) to provide all necessary insurance and to name the City and County of San Francisco, its officers, agents and employees and the Contractor as additional insureds.

2e. Replacing "Earned Income Credit (EIC) Forms" Section with "Consideration of Criminal History in Hiring and Employment Decisions" Section. Section 7.3 "Earned Income Credit (EIC) Forms" is hereby replaced in its entirety to read as follows:

7.3. Consideration of Criminal History in Hiring and Employment Decisions.

a. Contractor agrees to comply fully with and be bound by all of the provisions of Chapter 12T "City Contractor/Subcontractor Consideration of Criminal History in Hiring and Employment Decisions," of the San Francisco Administrative Code (Chapter 12T), including the remedies provided, and implementing regulations, as may be amended from time to time. The provisions of Chapter 12T are incorporated by reference and made a part of this Agreement as though fully set forth herein. The text of the Chapter 12T is available on the web at www.sfgov.org/olse/fco. A partial listing of some of Contractor's obligations under Chapter 12T is set forth in this Section. Contractor is required to comply with all of the applicable provisions of 12T, irrespective of the listing of obligations in this Section. Capitalized terms used in this Section and not defined in this Agreement shall have the meanings assigned to such terms in Chapter 12T.

b. The requirements of Chapter 12T shall only apply to a Contractor's or Subcontractor's operations to the extent those operations are in furtherance of the performance of this Agreement, shall apply only to applicants and employees who would be or are performing work in furtherance of this Agreement, shall apply only when the physical location of the employment or prospective employment of an individual is wholly or substantially within the City of San Francisco, and shall not apply when the application in a particular context would conflict with federal or state law or with a requirement of a government agency implementing federal or state law.

c. Contractor shall incorporate by reference in all subcontracts the provisions of Chapter 12T, and shall require all subcontractors to comply with such provisions. Contractor's failure to comply with the obligations in this subsection shall constitute a material breach of this Agreement.

d. Contractor or Subcontractor shall not inquire about, require disclosure of, or if such information is received, base an Adverse Action on an applicant's or potential applicant for employment's, or employee's: (1) Arrest not leading to a Conviction, unless the Arrest is undergoing an active pending criminal investigation or trial that has not yet been resolved; (2) participation in or completion of a diversion or a deferral of judgment program; (3) a Conviction that has been judicially dismissed, expunged, voided, invalidated, or otherwise rendered inoperative; (4) a Conviction or any other adjudication in the juvenile justice system; (5) a Conviction that is more than seven years old, from the date of sentencing; or (6) information pertaining to an offense other than a felony or misdemeanor, such as an infraction.

e. Contractor or Subcontractor shall not inquire about or require applicants, potential applicants for employment, or employees to disclose on any employment application the facts or details of any conviction history, unresolved arrest, or any matter identified in subsection 7.3(d), above. Contractor or Subcontractor shall not require such disclosure or make such inquiry until either after the first live interview with the person, or after a conditional offer of employment.

f. Contractor or Subcontractor shall state in all solicitations or advertisements for employees that are reasonably likely to reach persons who are reasonably likely to seek employment to be performed under this Agreement, that the Contractor or Subcontractor will consider for employment qualified applicants with criminal histories in a manner consistent with the requirements of Chapter 12T.

g. Contractor and Subcontractors shall post the notice prepared by the Office of Labor Standards Enforcement (OLSE), available on OLSE's website, in a conspicuous place at every workplace, job site, or other location under the Contractor or Subcontractor's control at which work is being done or will be done in furtherance of the performance of this Agreement. The notice shall be posted in English, Spanish, Chinese, and any language spoken by at least 5% of the employees at the workplace, job site, or other location at which it is posted.

h. Contractor understands and agrees that if it fails to comply with the requirements of Chapter 12T, the City shall have the right to pursue any rights or remedies

available under Chapter 12T, including but not limited to, a penalty of \$50 for a second violation and \$100 for a subsequent violation for each employee, applicant or other person as to whom a violation occurred or continued, termination or suspension in whole or in part of this Agreement.

2f. Section Appendix B. Section **Appendix B – Definition of Grant Plan** of the Agreement is hereby appended to include the following:

See Attached 2016-2017 Scope of Work and Approved Budget Revision.

*

3. Effective Date. Each of the modifications set forth in Section 2 shall be effective on and after **July 1, 2016**

4. Legal Effect. Except as expressly modified by this Amendment, all of the terms and conditions of the Agreement shall remain unchanged and in full force and effect.

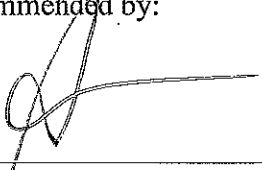
IN WITNESS WHEREOF, Contractor and City have executed this Amendment as of the date first referenced above.

CITY

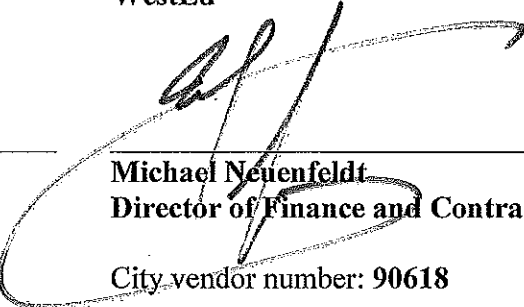
CONTRACTOR

Recommended by:

WestEd



Ingrid Mezquita
Executive Director
First/5 San Francisco

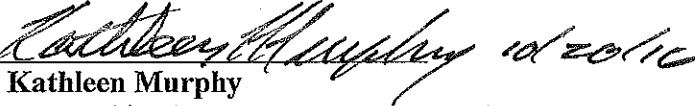


Michael Neuenfeldt
Director of Finance and Contracts
City vendor number: 90618

Approved as to Form:

Dennis J. Herrera
City Attorney

By:



Kathleen Murphy
Deputy City Attorney

WestEd, Center for Child & Family Studies
 Quality Rating and Improvement System Contract

Improvement Component

Category	2012-13 Actuals	2013-14 Actuals	2014-15 Actuals	2015-16 Actuals	2016-17 Budget	5-Year Total
Personnel	\$295,556	\$370,801	\$460,244	\$464,757	\$344,440	\$1,935,798
Fringe Benefits	\$99,524	\$119,179	\$138,989	\$147,727	\$112,360	\$617,779
Professional Services	\$28,626	\$28,310	\$100,656	\$45,359	\$36,000	\$238,950
Subcontracts	\$174,600	\$9,975	\$0	\$6,000	\$6,000	\$196,575
Program Materials	\$76,492	\$137,762	\$90,498	\$77,554	\$61,778	\$444,084
Other Program Expenses	\$195,092	\$221,105	\$306,442	\$332,436	\$214,372	\$1,269,448
Administrative Costs	\$93,624	\$110,943	\$132,616	\$150,647	\$100,050	\$587,880
Total Expenditures	\$963,514	\$998,076	\$1,229,444	\$1,224,479	\$875,000	\$5,290,513

Rating Component

Category	2012-13 Actuals	2013-14 Actuals	2014-15 Actuals	2015-16 Actuals	2016-17 Budget	5-Year Total
Personnel	\$297,317	\$137,337	\$88,493	\$153,687	\$126,378	\$803,211
Fringe Benefits	\$102,913	\$45,725	\$30,893	\$55,915	\$45,980	\$281,426
Professional Services	\$10,327	\$0	\$0	\$35,245	\$28,983	\$74,555
Subcontracts	\$0	\$0	\$0	\$0	\$0	\$0
Program Materials	\$23,385	\$12,839	\$11,987	\$9,164	\$7,536	\$64,911
Other Program Expenses	\$220,221	\$794,724	\$792,355	\$755,455	\$621,218	\$3,183,973
Administrative Costs	\$102,442	\$55,302	\$36,266	\$54,610	\$44,906	\$293,527
Total Expenditures	\$756,604	\$1,045,927	\$959,995	\$1,064,077	\$875,000	\$4,701,602

Combined Improvement & Rating

Category	2012-13 Actuals	2013-14 Actuals	2014-15 Actuals	2015-16 Actuals	2016-17 Budget	5-Year Total
Personnel	\$592,873	\$508,138	\$548,737	\$618,443	\$470,818	\$2,739,009
Fringe Benefits	\$202,437	\$164,903	\$169,883	\$203,642	\$158,340	\$899,205
Professional Services	\$38,952	\$28,310	\$100,656	\$80,604	\$64,983	\$313,504
Subcontracts	\$174,600	\$9,975	\$0	\$6,000	\$6,000	\$196,575
Program Materials	\$99,877	\$150,602	\$102,485	\$86,718	\$69,314	\$508,995
Other Program Expenses	\$415,313	\$1,015,830	\$1,098,796	\$1,087,891	\$835,590	\$4,453,420
Administrative Costs	\$196,066	\$166,245	\$168,882	\$205,257	\$144,956	\$881,407
Total Expenditures	\$1,720,118	\$2,044,003	\$2,189,438	\$2,288,556	\$1,750,000	\$9,992,115

First 5 San Francisco Performance Measures Form 2016-2017

Agency/Program Name: WestEd QRS

Service: Conduct program quality reviews with reliability for eligible and private pay programs during 2016-2017 fiscal year							CMS Activity Set-up
Performance Measures	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of ERS assessments are completed	80	80	100	103	240	Enter number of ERS assessments completed each quarter.	Database and tracking file
Number of CLASS assessments are completed	30	30	110	101	154	Enter number of CLASS assessments completed each quarter.	
Number of satisfaction survey responses rating the assessment process as "satisfactory"	0	0	0	405	405	Target of 405 generated from the likelihood of receiving 507 surveys and anticipated 80% high satisfaction rate (507 x .8=405). In quarter four, report the actual number of surveys received with high satisfaction marked on question of overall satisfaction. Include in the comments section the actual total number of surveys received (i.e. sample size).	Survey /database
Number of assessments conducted in a linguistically appropriate way	0	0	0	602	602	Target of 602 generated from the likelihood of completing 634 assessments and an anticipated 95% completed in preferred language (634 x .95=). In quarter four, report the actual number of assessments completed in preferred language. Include in the comments section the actual total number of assessments (i.e. sample size).	Survey /database
Number of ERS assessments completed for fee-for-service	0		1	1	2	Enter number of fee-for-service ERS assessment completed each quarter.	Tracking file

Service: Provide information about assessment instruments and assessment process to the provider community							CMS Activity Set-up
Performance Measures	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Develop online training options for provider community	1	3	0	0	4	Report completion of training options	Sign in sheets
Number of information/ training sessions to TA provider community and webinars with TA providers	1	1	1	1	4	Enter number of training and webinars delivered to TA community.	
Number of Information/working sessions with community providers about CLASS results	1	1	1	1	4	Enter number of information/ working sessions delivered to TA community.	
Number of child care providers participating in information/working sessions about CLASS	15	15	15	15	60	Report the unduplicated number of child care providers who attend sessions. Report quantitative information in comment section about efficacy of training sessions.	

First 5 San Francisco Performance Measures Form 2016-2017

Agency/Program Name: WestEd QRS

Service: Participation in and/or convening of QRIS Development Meetings and SF-QRIS stakeholder meetings							CMS Activity Set-up
	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of SF-QRIS Development Meetings attended (including both local and regional)	1	1			2	Enter number of meetings attended.	
Number of SF-QRIS Stakeholder Meetings attended and/or convened	2	2	2	2	6	Enter number of meeting convened and/or attended.	
Number of Statewide-QRIS Stakeholder and statewide workgroup meetings attended	1	1	1	1	4	Enter number of meeting convened and/or attended.	
Deliver bi-annual report to funders and present findings stakeholder groups		1		1	2	Report interim scores for center-based and family child care programs city-wide. End of year report to include by scores by funding source.	
Service: Convene Rating Advisory Group meetings							CMS Activity Set-up
	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of Rating Advisory Group meetings held		1		1	2	Enter the number of meetings held. Describe key activities in comment section.	
Number of grievance procedure (results review requests) submitted by child care provider					32	Expectation for no more than 32 results review requests submitted annually is based on 5% (656 x .05) of assessments where providers disagree with review.	

First 5 San Francisco Performance Measures Form 2016-17

Agency/Program Name: WestEd QIS

Service: Provide on-site program improvement services to programs to support progress upward on the QRIS Matrix.							CMS Activity Set-up
Performance Measures	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of FCC providers/programs receiving targeted coaching.	3	3	3	1	10	Report the unduplicated number of FCC providers/classrooms receiving targeted coaching.	Established Data System
Number of instructional and individual coaching hours provided to FCC/Classrooms on-site.	120	120	120	120	480	Report on the total number of hours provided on-site and in training cohorts.	Established Data System
Number of FCC providers/programs participating in cohort instructional coaching to support quality.	0	10	10	10	30	Report the total number of providers in cohort instructional coaching	Established Data System
Number of providers demonstrating improved quality as measured through assessment.	0	0	0	30	30	Number of providers demonstrating improved quality as measured through assessment.	Established Data System

Service: Provide training on assessment tools (ERS and CLASS) and assessment process to FCC and center-based providers, and TA providers and mentors.							CMS Activity Set-up
Performance Measures	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of ERS training sessions in multiple languages on ERS.	2	2	1	1	6	Report the number of trainings. Report quantitative information in comment section about efficacy of training sessions. (FCCERS, ITERS -ECERS) Note: Trainings will involve the joint efforts of QIS and QRS.	Established Data System
Number of FCC providers served through ERS training.	15	15	10	10	50	Report the number of center-based Preschool and infant/toddler teachers who participate in training.	Established Data System
Number of center-based providers served through ERS training.	20	20	15	15	70	Report the number of center-based providers served through ERS training.	
Number of CLASS trainings -Infant, Toddler, Pre-K, citywide.	1	1	2	2	6	Report the number of trainings. (1 in each language)	Established Data System
Number of center-based providers served through CLASS training.	20	20	30	30	100	Report the number of center-based providers who participate in training. (unduplicated)	Established Data System
Number of FCC providers served through CLASS training.	15	15	20	20	70	Report the number of FCC providers who participate in training. (unduplicated)	Established Data System

First 5 San Francisco Performance Measures Form 2016-17

Agency/Program Name: WestEd QIS

Service: Provide access to additional TA resources (PITC DRDP, CSEFEL, Learning Foundations and Framework) used in SFQRIS for ECE TA specialists, FCC and center-based providers.							CMS Activity Set-up
	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Provide training including I/T Foundations and Framework.	0	1	1	0	2	One event/series in each language. (Language determined based on need English, Spanish, Chinese)	
Provide follow-up coaching for participants attending training to support implementation of concepts.	0	40	40	0	80	Report number of hours of coaching.	
Number of FCC providers participating in I/T Foundations and Framework training.	0	10	10	0	20	Report the number of FCC providers participating in training/coaching cohort.	
Number of center-based providers participating in I/T Foundations and Framework training.	0	5	5	0	10	Report the number of center-based providers participating in training/coaching cohort.	
Provide cohort training including Pre-K Foundations and Framework.	0	0	0	1	1	Provide 1 events/series. (Language determined based on need English, or Spanish)	
Provide coaching on Pre-K Foundations and Framework.	0	0	0	60	60	Report number of hours of coaching.	
Number of FCC Providers participating in Pre-K Foundations and Framework .	0	0	0	5	5	Report the number of FCC providers participating in training/coaching cohort.	
Number of center-based providers participating in Pre-K Foundations and Framework Training.	0	0	0	10	10	Report the number of center-based providers participating in training/coaching cohort.	
Provide DRDP Training.	1	2	0	0	3	One event/series in each language. (Language determined based on need English, Spanish, Chinese)	
Provide DRDP follow-up technical assistance.	0	0	80	80	160	Report the number of coaching hours.	
Number of FCC providers participating in DRDP Training.	5	15	15	10	45	Report the number of FCC providers attending and participating in DRDP training.	
Number of center-based providers participating in DRDP Training.	30	30	0	0	60	Report the number of center-based providers attending DRDP training.	
Number of PITC training hours provided to FCC providers.	20	20	30	30	100	Enter total number of hours of training. This is leveraged funds from PITC state contract. This is leveraged funds from the PITC state contract.	PITC Data system
Number of FCC Providers participating in PITC training.	10	0	0	0	10	Enter unduplicated number of FCC providers. These providers are using leveraged funds. (unduplicated)	PITC Data system
Number of PITC training hours provided to Center-based programs.	20	20	15	17	72	Enter total number of hours of training. This is leveraged funds from PITC state contract.	PITC Data system
Number of Center-based providers participating in PITC Training.	9	0	0	0	9	Enter unduplicated number of center-based providers. These are centers using leveraged funds. (unduplicated)	PITC Data system
Service: Participation in SF-QRIS development meetings and SF-QRIS stakeholder meetings.							CMS Activity Set-up

First 5 San Francisco Performance Measures Form 2016-17

Agency/Program Name: WestEd QIS

	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of SF-QIS stakeholder meetings attended.	1	1	1	1	4	Report on number of SF-QIS Stakeholder Meetings attended specifically CPAC, present as appropriate.	Meeting sign-in
Number of Quality Partner Meetings.	2	3	3	3	11	Report on the number of Quality Partner meetings facilitated.	Sign-in sheets, agendas
Number of SF QRIS Consortia Meetings.	2	3	3	3	11	Report on the number of SFQRIS Consortia meetings facilitated.	Sign-in sheets, agendas
Deliver QIS Needs Assessment Report to funders and make a presentation to stakeholders.	0	0	0	1	1	Mark a "1" in the quarter that materials are developed and distributed.	Completed Report
Service: Continued implementation of a plan to guide Quality Connections outreach and information dissemination about activities and services.							CMS Activity Set-up
	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of quarterly updates to print and electronic media which include fee for service information.	1	1	1	1	4	Report on number of quarterly updates to print and electronic media. Note: this will involve the joint efforts of QIS and QRS.	Print and electronic media materials
Develop online training options for the provider community.	0	1	1	0	2	Report on the number online training options developed and made available. Note: this will involve the joint efforts of QIS and QRS.	Availability of Training on the SFQC Website
Service: PITC Training for infant/toddler teachers and/or family child care providers.							CMS Activity Set-up
	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of PITC cohorts served.	0	2	0	0	2	Enter number of PITC cohorts receiving the three unit PITC course and coaching services.	PITC Database/ Profiles
Number of FCC providers served.	0	10	0	0	10	Enter number of family child care providers participating in the cohorts.	PITC Database
Number of center-based providers served.	0	20	0	0	20	Enter number of center-based providers participating in the cohorts	PITC Database
Number of training hours provided.	0	20	45	47	112	Enter number of training hours provided.	Sign-in sheets/PITC Database

First 5 San Francisco Performance Measures Form 2016-17

Agency/Program Name: **WestEd QIS**

Number of coaching hours provided in coordination with site leadership teams.	0	0	36	36	72	Enter number of onsite coaching/follow-up hours provided to center-based/family child care providers.	Sign-in sheets/PITC Database
Number of providers receiving academic credit.	0	0	0	30	30	Enter number of participants who are recipients of resource sharing.	Expense Logs

Service: Provide PITC Coaching to identified center-based classrooms.							CMS Activity Set-up
	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Number of IT Classrooms served.	18	0	0	0	18	Enter number of classrooms receiving coaching services from SFQC QIS.	Roster
Number of infant/toddler teachers served.	50	0	0	0	50	Enter number of IT teachers served through onsite coaching.	Roster
Number of coaching hours provided.	250	250	250	250	1000	Enter number of coaching hours provided.	Coaching logs
Facilitate an Infant/Toddler Leadership strand.	1	2	2	1	6	Enter the number of meetings.	Established Date System
Number of directors/leaders served through the I/T Leadership strand.	12	0	0	0	12	Enter the number leaders attending the meetings.	Established Data System
Number of I/T classrooms receiving tangible resources?	0	9	9	0	18	Enter number of classrooms who are recipients of resource sharing.	Coaching expense logs

Service: Capacity Building and Professional Development for TA Specialists.							CMS Activity Set-up
	Q1	Q2	Q3	Q4	Annual	Reporting Instructions	Data Source
Support in-service professional development days for I/T TA Providers.	1	0	0	0	1	Report the number of professional development events facilitated by SFQC QIS.	Registration and Sign-in Sheets
Number of TA Providers attending in-service days.	40	0	0	0	40	Report the number of TA providers attending professional development events.	Registration and Sign-in Sheets

First 5 San Francisco Performance Measures Form 2016-17

Agency/Program Name: **WestEd QIS**

CLASS Observer Training.	1	1	0	0	2	Report the number of CLASS Observer Trainings (1 Infant, 1 Toddler, 1 Pre-K)	Established Data System
Number of TA providers attending CLASS Observer training.	17	17	0	0	34	Report the number of participants attending the CLASS Observer training.	Established Data System
Facilitate a DRDP coaching cohort for TA Providers.	1	0	0	0	1	Report the number of TA provider cohorts focused on DRDP training and TA support.	registration and Sign-in Sheets
Number of TA providers participating in a DRDP coaching cohort.	10	0	0	0	10	Report the number of TA providers participating in a DRDP focused cohort to build capacity of TA providers.	Sign-in Sheets
Facilitate the CPIN certification process for the Pre-K Foundations and Framework - Volume's I-III.	6	0	0	0	6	Begin enrollment in training series in August 2016.	Certification
Facilitate the PITC certification process for 4 infant/toddler program leaders in San Francisco.	0	0	2	0	2	Report the number of designated applicants attending the PITC Trainer Institutes.	
Co-coordinate SF Coaching Collaborative meetings and activities.	2	3	3	3	11	Report the number of coaching collaborative meetings.	Sign-in Sheets
Number of QIS Coaches attending SF Coaching Collaborative meetings.	4	4	4	4	16	Report the number of QIS coaches that attended the SF Coaching Collaborative meetings (Unduplicated count per session).	Sign-in Sheets
QIS will host one Critical Friends group.	2	2	2	2	8	Report number of Critical Friends meetings.	Sign-in Sheets
Number of QIS coaches attending Critical Friends group.	6	6	6	6	24	Report the number of QIS coaches that attended Critical Friends group meetings.	Sign-in Sheets
Number of QIS Coach meetings.	1	1	1	1	4	Report the number of QIS Coaches meetings.	Sign-in Sheets
Number of QIS Coaches attending QIS Coach meetings.	8	8	8	8	32	Report the number of QIS coaches that attended QIS Coach Meetings. (Unduplicated count per session)	Sign-in Sheets