



Edwin M. Lee
Mayor

Micki Callahan
Human Resources Director

Date: October 21, 2013
To: The Honorable Civil Service Commission
Through: Micki Callahan
Human Resources Director *12/10/4/13*
From: Greg Kato, TTX
Parveen Boparai, MTA
Joseph Valdez, POL
Jacquie Hale, DPH

Subject: Personal Services Contracts Approval Request

This report contains six (6) personal services contracts (PSCs) in accordance with the revised Civil Service Commission (CSC) procedures for processing PSCs that became effective on July 1, 1996.

The services proposed by these contracts have been reviewed by Department of Human Resources (DHR) staff to evaluate whether the requesting departments have complied with City policy and procedures regarding PSCs. The proposed PSCs have been posted on the DHR website for seven (7) calendar days. CSC procedures for processing PSCs require that any appeal of these contracts be filed in the office of the CSC, Executive Officer during the posting period.

No timely appeals have been filed regarding the PSCs contained in this report. These proposed PSCs are being submitted to the CSC for ratification/approval.

DHR has prepared the following cost summary for personal services contracts that have been processed through the Department of Human Resources to date:

Total of this Report	YTD Expedited Approvals FY 2013-2014	Total for FY 2013-2014
\$28,884,000	\$1,116,103	\$30,000,103

POSTING FOR

10/21/2013

PROPOSED PERSONAL SERVICES CONTRACTS - Regular

PSC No	Dept No.	Dept Name	Approval Type	Contract Amount	Description of Work	Duration
4028-13/14	08	Treasurer/Tax Collector	Regular	\$750,000	The Office of the Treasurer & Tax Collector wishes to procure access to financial market data and software to analyze that data to enhance the County Pooled Fund Portfolio's earnings.	10/1/2013 - 9/30/2018
4029-13/14	68	Municipal Transportation Agency	Regular	\$275,000	The Contractor will develop a campaign strategy and message for a pedestrian safety campaign. The contractor will research and develop a strategy based on best-practices for safety campaigns that have shown actual reductions in pedestrian accident rates. Based on this strategy, the consultant will develop campaign messaging for an 18-month pedestrian education campaign.	1/1/2014 - 7/30/2016
4030-13/14	68	Municipal Transportation Agency	Regular	\$499,000	The consultant will conduct complex financial and statistical analysis in the areas of contracting and affirmative action to perform a Disadvantaged Business Enterprise (DBE) Availability and Utilization Study (the Project). The Project involves: (1) investigating the existence of discrimination and its effects in the public transportation contracting industry within the San Francisco Bay Area, and (2) satisfying the requirements for Disparity/Utilization studies established by the Ninth Circuit Court of Appeals in Western States Paving Co., Inc. v. Washington State Department of Transportation.	1/1/2014 - 2/31/2014
4031-13/14	68	Municipal Transportation Agency	Regular	\$12,000,000	The contractor will provide a Parking Access and Revenue Control System (PARCS) to be installed at 19 off-street parking facilities that will be integrated and remotely monitored by a Central Monitoring System (CMS) for customer support and revenue security oversight. The installation will involve the utilization of proprietary software and hardware.	3/1/2014 - 2/28/2017
4032-13/14	38	Police	Regular	\$360,000	Managed Services for HP Printers & Plotter fleet at all locations of SFPD. Attend Service Calls within 4 business hours. Monitor and provide 99% up-time of Printers. Carry Printer, Plotters Parts & supplies to replace onsite for break-fix issues. Supplies, such as Toner to be replaced within 4 business hours at HOJ and drop-shipped to all other remote locations. Waste toner should be sent over to recycling plants at service providers expense.	10/4/2013 - 9/30/2015

Total Amount - Regular: \$13,884,000

POSTING FOR

10/21/2013

**PROPOSED PERSONAL SERVICES CONTRACTS
MODIFICATION TO INCREASE CONTRACT AMOUNT/DURATION**

PSC No	DeptNo	Dept Description	Approval Type	Modified Amount	Cumulative Total	Description of Work	Start Date	End Date
4113-08/09	82	Public Health	Regular	\$15,000,000	\$37,000,000	Provision of health dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco; whose family income is under the 300% of the Federal Poverty Level and who do not qualify for Medi-Cal or Healthy Families.	7/1/2009	6/30/2015

Sum of Modified Amounts: \$15,000,000

Greg Kato
Treasurer & Tax Collector Office
1 Dr. Carlton B. Goodlett Pl., Rm. 140
San Francisco, CA 94102
(415) 554-6888

Parveen Boparai
Municipal Transportation Agency
1 South Van Ness, 6th Flr
San Francisco, CA 94103
(415) 701-5377

Joseph Valdez
San Francisco Police Department
Hall of Justice
850 Bryant Street
San Francisco, CA 94104
(415) 734-3254

Jacquie Hale
Department of Public Health
101 Grove Street, Rm. 307
San Francisco, CA 94102
(415) 554-2609

Table of Contents
PSC Submissions

Regular PSCs	Department	Page
4028-13/14	Treasurer & Tax Collector	1
4029-13/14	Municipal Transportation Agency	10
4030-13/14	Municipal Transportation Agency	12
4031-13/14	Municipal Transportation Agency	17
4032-13/14	Police	20

Modification PSCs	Department	Page
4113-08/09	Public Health	27

Blank Page

**Regular/Continuing/Annual
Personal Services Contracts**

Blank Page

PERSONAL SERVICES CONTRACT SUMMARY

DATE: August 19, 2013

DEPARTMENT NAME: Office of the Treasurer & Tax Collector DEPARTMENT NUMBER 08

TYPE OF APPROVAL: [] EXPEDITED [X] REGULAR (OMIT POSTING) [] CONTINUING [] ANNUAL

TYPE OF REQUEST: [X] INITIAL REQUEST [] MODIFICATION (PSC#)

TYPE OF SERVICE: County Pooled Fund Portfolio Data Analysis Software

FUNDING SOURCE: County Pooled Fund Portfolio earnings

PSC AMOUNT: \$ 750,000 PSC DURATION: October 1, 2013 - September 30, 2018

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

The Office of the Treasurer & Tax Collector wishes to procure access to financial market data and software to analyze that data to enhance the County Pooled Fund Portfolio's earnings.

B. Explain why this service is necessary and the consequences of denial:

The Office of the Treasurer & Tax Collector wishes to improve the data analysis it brings to bear on investing City funds in the County Pooled Fund Portfolio. Denial would result in the City continuing to not have this data analysis tool.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

N/A

D. Will the contract(s) be renewed: Yes.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

Local 21 Union Name Signature of person mailing/faxing form August 19, 2013 Date

RFP sent to Union Name, on Date Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4028-13/14 STAFF ANALYSIS/RECOMMENDATION: Approved MW 10/04/2013

CIVIL SERVICE COMMISSION ACTION:

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

Software programming, ability to program in proprietary software environments without violating software warranties. Financial expertise to determine how to program and analyze data.

B. Which, if any, civil service class normally performs this work?

N/A

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

No.

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

The Office of the Treasurer & Tax Collector wishes to purchase access to financial data and to use software to generate reports on data to better understand market opportunities. This niche field does not have enough work for the City to consider the sizeable investment required to develop a comparable data analysis solution in house.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

No. This niche field does not have enough work for the City to consider the sizeable investment required to develop a comparable data analysis solution in house.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

A. Will the contractor directly supervise City and County employees?

Yes No

B. Will the contractor train City and County employees?

- Describe the training and indicate approximate number of hours. Software use training, as needed.
- Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained. Two senior analysts (1824)

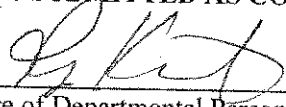
C. Are there legal mandates requiring the use of contractual services?

D. Are there federal or state grant requirements regarding the use of contractual services?

E. Has a board or commission determined that contracting is the most effective way to provide this service?

F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? TBD, RFP process

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:


Signature of Departmental Personal Services Contract Coordinator

Greg Kato
Print or Type Name

554-6888
Telephone Number

City Hall Room 140
1 Dr Carlton B Goodlett Pl
Address

Union Notification(s)
◆ Local 21

Dang, Leorah

From: dhr-psccordinator@sfgov.org
Sent: Monday, August 19, 2013 2:31 PM
To: Kato, Greg; Kato, Greg; DHR-PSCCoordinator, DHR; Isen, Richard;
jebrenner@ifpte21.org; L21PSCReview@ifpte21.org
Subject: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

RECEIPT for Union Notification for PSC 42724 - 13/14 more than \$100k

The TREASURER/TAX COLLECTOR -- TTX has submitted a request for a Personal Services Contract (PSC) 42724 - 13/14 for \$750,000 for Initial Request services for the period 10/01/2013 – 09/30/2018. Notification of 30 days (60 days for SEIU) is required.

After logging into the system please select link below, view the information and verify receipt:

<http://apps.sfgov.org/dhrdrupal/node/546>

Email sent to the following addresses: L21PSCReview@ifpte21.org for Prof & Tech Eng, Local 21 jebrenner@ifpte21.org for Prof & Tech Eng, Local 21

From: Pam Covington [<mailto:pcovington@ifpte21.org>]
Sent: Friday, September 20, 2013 12:09 PM
To: Starr, Brian
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

No objection.

Pamela Covington
Representative/Organizer
IFPTE Local 21
1182 Market Street #425
San Francisco, CA 94102
(415) 864-2100
Find Us on [Facebook!](#)

From: Starr, Brian [<mailto:brian.starr@sfgov.org>]
Sent: Friday, September 20, 2013 8:58 AM
To: Pam Covington
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Hi Pam,

I talked with a member of CalPERS fixed income investment team and they also use third-party software for their portfolio analytics. Analysts and portfolio managers use the software to enhance and supplement their analysis, just as we are proposing to do here.

Regards,

Brian Starr, CFA
415-554-4487

From: Pam Covington [<mailto:pcovington@ifpte21.org>]
Sent: Tuesday, September 17, 2013 3:35 PM
To: Starr, Brian
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Brian,

Can they perform the work?

Pamela Covington
Representative/Organizer
IFPTE Local 21
1182 Market Street #425
San Francisco, CA 94102
(415) 864-2100
Find Us on [Facebook!](#)

From: Starr, Brian [mailto:brian.starr@sfgov.org]
Sent: Friday, September 13, 2013 9:19 PM
To: Pam Covington
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Pam,

I am happy to do it, but I do need to know what information specifically interests you.

Please let me know.

Thank you,
Brian

Sent from my Verizon Wireless 4G LTE Smartphone

----- Original message -----

From: Pam Covington <pcovington@ifpte21.org>
Date: 09/13/2013 8:34 PM (GMT-08:00)
To: "Starr, Brian" <brian.starr@sfgov.org>
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Brian,

That would help.

Thanks,

Pam

From: Starr, Brian [brian.starr@sfgov.org]
Sent: Friday, September 13, 2013 1:48 PM
To: Pam Covington
Cc: Vallejo, Gus
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Hi Pam,

I can absolutely try and get some information from them if it would help you. What would you like me to find out?

Thanks,

Brian Starr, CFA
415-554-4487

-----Original Message-----

From: Pam Covington [<mailto:pcovington@ifpte21.org>]
Sent: Friday, September 13, 2013 1:12 PM
To: Starr, Brian
Cc: Vallejo, Gus
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Brian,

Did you check with CalPERS?

Pamela Covington
Representative/Organizer
IFPTE Local 21
1182 Market Street #425
San Francisco, CA 94102
(415) 864-2100
Find Us on Facebook!

-----Original Message-----

From: Starr, Brian [<mailto:brian.starr@sfgov.org>]
Sent: Thursday, August 29, 2013 5:51 AM
To: Pam Covington
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Good morning Pam,

I hope your commute has not been complicated by the Bay Bridge closure.
Just wanted to follow up on scheduling a meeting. If none of the proposed times work for your team, please offer a few alternatives and we will make it happen.

Best regards,

Brian Starr, CFA
415-554-4487

-----Original Message-----

From: Pam Covington [<mailto:pcovington@ifpte21.org>]
Sent: Wednesday, August 28, 2013 9:21 AM
To: Starr, Brian
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Brian,

I will check my teams availability and get back to you.

Thanks,

Pam

5a

From: Starr, Brian [brian.starr@sfgov.org]
Sent: Wednesday, August 28, 2013 9:19 AM
To: Pam Covington
Subject: RE: Receipt of Notice for new PCS over \$100K PSC # 42724 - 13/14

Hello Pamela,

I have been asked to reach out to you and schedule a meeting so that myself and my supervisor (Chief Investment Officer Michelle Durgy) can explain the PSC for portfolio analytics software and answer any questions you may have. I am under IFPTE Local 21 (as 1824-Principal Administrative Analyst) and would be the primary user of the software. An hour would probably be more than sufficient. Would any of the following times work for you?

Thursday, 8/29, 8:00am-10:30am

Tuesday, 9/3, 8:00am-1:00pm

Wednesday, 9/4, 8:00am-2:00pm

Thank you,

Brian Starr, CFA
Investment Analyst
Office of the Treasurer and Tax Collector City and County of San Francisco
1 Dr. Carlton B. Goodlett Place
City Hall - Room 140
San Francisco, CA 94102
415-554-4487 (phone)
415-554-5660 (fax)

Department's Letter of Explanation

- **PSC Requests of Five Years or Greater**

Office of the Treasurer & Tax Collector
City and County of San Francisco

Pauline Marx, Chief Assistant Treasurer
Michelle Durgy, Chief Investment Officer



José Cisneros, Treasurer

October 4, 2013

TO: Civil Service Commission
FROM: Michelle Durgy, Chief Investment Officer
RE: Procurement of Analytics Software For Five-Year Term

Pursuant to San Francisco Administrative Code, Section 21.30, we are seeking to enter into a multi-year software licensing agreement for investment analytic software to assist in the management of the City and County's \$6 billion dollar Pooled Investment Fund. We are seeking a robust quantitative modeling package that will enable the Treasurer's Investment Team to accomplish the following:

- **Improve risk mitigation efforts**
 - Assess the precise risk/reward associated with every buy and sell decision prior to execution.
 - Identify the risk characteristics and performance of the Pool's assets through simulating various interest rate environments, and adjust accordingly.

- **Improve accuracy in compliance and reporting**
 - Determine precise compliance limits by security type using real-time prices without a critical time delay (also improves trade execution and pricing).
 - Perform real-time yield projections using live market data.

We are requesting a five-year contract on the basis of both need and preferential pricing schedules afforded to longer-term contracts. Given the sizeable increase in Pool size (\$3 billion dollars in 2010, to over \$6 billion dollars in 2013) and added complexity of managing the City's monies in today's volatile markets, a highly sophisticated portfolio analytic software tool is critical. We foresee that once adopted, the software will become a fundamental part to the daily essential duties of the Treasurer's investment team and therefore, will have long-term applications. We are aware that the pricing for software packages can be costly at times and as a result, we are seeking a five-year contract in order to receive the best pricing for the City.

Blank Page

PERSONAL SERVICES CONTRACT SUMMARY

DATE: August 26, 2013

DEPARTMENT NAME: San Francisco Municipal Transportation Agency

DEPARTMENT NUMBER 68

TYPE OF APPROVAL: () EXPEDITED (X) REGULAR (OMIT POSTING)

() CONTINUING () ANNUAL

TYPE OF REQUEST: (X) INITIAL REQUEST () MODIFICATION (PSC#)

TYPE OF SERVICE: Develop Pedestrian Safety Campaign

FUNDING SOURCE: Federal Grant

PSC AMOUNT: \$275,000.00

PSC DURATION: January 1, 2014 - July 30, 2016

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

The Contractor will develop a campaign strategy and message for a pedestrian safety campaign. The contractor will research and develop a strategy based on best-practices for safety campaigns that have shown actual reductions in pedestrian accident rates. Based on this strategy, the consultant will develop campaign messaging for an 18-month pedestrian education campaign.

B. Explain why this service is necessary and the consequences of denial:

San Francisco has the highest pedestrian fatality rate in the state, and fourth highest in the nation. A pedestrian safety campaign is needed to achieve the goals for pedestrian safety. Denial of this service will result in a continued high rate of pedestrian fatalities and the loss of grant funding to fund the program.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

This service has not been provided in the past.

D. Will the contract(s) be renewed:

No.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

IFPTE, Local 21 Union Name Signature of person mailing / faxing form Date 8/26/13

RFP sent to Union Name on Date Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE SFMTA approved

PSC# 4029-13/14

Approved 10/04/2013 8-26-13

STAFF ANALYSIS/RECOMMENDATION: CIVIL SERVICE COMMISSION ACTION:

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

The contractor is required to have 5 years of experience with communications strategy and messaging development. Experience in developing multi-lingual behavior-change outreach programs. Demonstrated ability to create educational campaigns that result in measurable changes in behavior.

B. Which, if any, civil service class normally performs this work?

The civil service classes that perform similar administrative and planning components of this work are 5289 Transit Planner III, 5290, Transit Planner VI, 5502 Project Manager with experience related to pedestrian safety. Administrative, planning, and communications roles are performed by these classes.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

No

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

The work necessary in developing a new pedestrian safety communications strategy and messaging plan is very specialized. A contractor with the required expertise to perform the task will be needed for this short period of time only.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

Classifications already exist. San Francisco Municipal Transportation Agency staff will begin implementation once the pedestrian safety strategy is developed,

5. ADDITIONAL INFORMATION (if "yes", attach explanation)

Yes No

A. Will the contractor directly supervise City and County employees? () (X)

B. Will the contractor train City and County employees? () (X)

- Describe training and indicate approximate number of hours.

- Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained.

C. Are there legal mandates requiring the use of contractual services? () (X)

D. Are there federal or state grant requirements regarding the use of contractual services? () (X)

E. Has a board or commission determined that contracting is the most effective way to provide this service? () (X)

F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? () (X)

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:

Parveen Boparai

Signature of Departmental Personal Services Contract Coordinator

Parveen Boparai
Print or Type Name

415-701-5377
Telephone Number

San Francisco Municipal Transportation Agency, Human Resources

1 S. Van Ness Avenue, 6th Floor, San Francisco, CA 94103
Address

Union Notification(s)
◆ Local 21

Dang, Leorah

From: Hamada, Cynthia <Cynthia.Hamada@sfmta.com>
Sent: Monday, August 26, 2013 2:07 PM
To: DHR-PSCCoordinator, DHR; L21PSC Review
Cc: Knox White, John; Patel, Ashish; Boparai, Parveen
Subject: PSC: Develop Pedestrian Safety Campaign
Attachments: 20130826134804172.pdf

DHR- PSC Coordinator: Please review and approve.

IFPTE L21: For your information.

Cynthia Hamada
Senior Personnel Analyst
Employee and Labor Relations
San Francisco Municipal Transportation Agency
415.701.5381

Scan Date: 08.26.2013 13:48:04 (-0400)

PERSONAL SERVICES CONTRACT SUMMARY

DATE: August 22, 2013

DEPARTMENT NAME: San Francisco Municipal Transportation Agency DEPARTMENT NUMBER: 68

TYPE OF APPROVAL: () EXPEDITED (X) REGULAR (OMIT POSTING)
() CONTINUING () ANNUAL

TYPE OF REQUEST: (X) INITIAL REQUEST () MODIFICATION (PSC#)

TYPE OF SERVICE: Conduct a Disadvantaged Business Enterprise Availability and Utilization Study

FUNDING SOURCE: Operating Fund

PSC AMOUNT: \$499,000.00 PSC DURATION: January 1, 2014 through December 31, 2014

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

The consultant will conduct complex financial and statistical analysis in the areas of contracting and affirmative action to perform a Disadvantaged Business Enterprise (DBE) Availability and Utilization Study (the Project). The Project involves: (1) investigating the existence of discrimination and its effects in the public transportation contracting industry within the San Francisco Bay Area, and (2) satisfying the requirements for Disparity/Utilization studies established by the Ninth Circuit Court of Appeals in Western States Paving Co., Inc. v. Washington State Department of Transportation.

B. Explain why this service is necessary and the consequences of denial:

The San Francisco Municipal Transportation Agency (SFMTA) is required to conduct this study by the Federal Transit Administration (FTA) as a result of the above court decision. Failure to do so would result in loss of federal funds. See attached Federal Register/Vol.71, No. 161 (Docket No., FTA-2006-24063).

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

This service had not been provided by SFMTA in the past.

D. Will the contract(s) be renewed:

No.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

IFPTE, Local 21 Union Name Signature of person mailing / faxing form Date 8/22/13

RFP sent to Union Name, on Date Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4030-13/14

Approved 10/04/2013

SFMTA approved

8-22-13

STAFF ANALYSIS/RECOMMENDATION: CIVIL SERVICE COMMISSION ACTION:

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

Requires at least five years of experience conducting DBE Availability and Utilization studies of a similar size and complexity. Extensive expertise and experience conducting complex financial and statistical analysis in the areas of contracting and affirmative action in compliance with Federal law is required.

B. Which, if any, civil service class normally performs this work?

There is no civil service class that performs this highly specialized work. An 1824 Principal Administrative Analyst may perform part of the full scope of duties.

**C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:
No.**

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

There is no civil service class that performs this highly specialized work.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

This study, at best, is done only once every 5 years. It would not be practical to adopt a new civil service class.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

Yes No

- | | |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>A. Will the contractor directly supervise City and County employees?</p> <p>B. Will the contractor train City and County employees?
 - Describe training and indicate approximate number of hours.
 - Indicate occupational type of City and County employees to receive training (e.g., clerks, civil engineers, etc.) and approximate number to be trained.</p> <p>C. Are there legal mandates requiring the use of contractual services?</p> <p>D. Are there federal or state grant requirements regarding the use of contractual services?</p> <p>E. Has a board or commission determined that contracting is the most effective way to provide this service?</p> <p>F. Will the proposed work be completed by a contractor that has a current personal services contract with your department?</p> | <p>() (X)</p> <p>() (X)</p> <p>() (X)</p> <p>() (X)</p> <p>() (X)</p> <p>() (X)</p> |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:

Parveen Boparai

Signature of Departmental Personal Services Contract Coordinator

Parveen Boparai
Print or Type Name

415-701-5377
Telephone Number

San Francisco Municipal Transportation Agency, Human Resources

1 S. Van Ness Avenue, 6th Floor, San Francisco, CA 94103
Address

Additional Attachment(s)

◇ **Section 1. Description of Work**

1B. Explain why this service is necessary and the consequences of denial

- **Federal Register/Vol.71, No. 161
(Docket No. FTA-2006-24063)**

of the functions of the Department, including whether the information will have practical utility; the accuracy of the Department's estimates of the burden of the proposed information collection; ways to enhance the quality, utility, and clarity of the information to be collected; and ways to minimize the burden of the collection of information on respondents, including the use of automated collection techniques or other forms of information technology.

Issued in Washington, DC, on August 14, 2006.

Carla Mauney,
 FAA Information Collection Clearance
 Officer, Information Systems and Technology
 Services Staff, ABA-20.

[FR Doc. 06-7064 Filed 8-18-06; 8:45 am]

BILLING CODE 4910-13-M

DEPARTMENT OF TRANSPORTATION

Federal Transit Administration

[Docket No. FTA-2006-24063]

**Disadvantaged Business Enterprises;
 Western States Guidance for Public
 Transportation Providers**

AGENCY: Federal Transit Administration (FTA), DOT.

ACTION: Notice of availability and policy guidance.

SUMMARY: This notice announces the Federal Transit Administration's (FTA) implementation of Department of Transportation guidance for participants of the Disadvantaged Business Enterprise (DBE) program. This notice solely concerns FTA implementation procedures applicable to FTA grantees in the states comprising the 9th Federal Judicial Circuit (California, Oregon, Washington, Alaska, Arizona, Idaho, Montana, Nevada, and Hawaii).

DATES: *Effective Date:* This policy takes effect on August 21, 2006.

FOR FURTHER INFORMATION CONTACT: Scheryl Portee, Attorney Advisor, Office of the Chief Counsel, (202) 366-4011 (telephone) and (202) 366-3809 (fax).

SUPPLEMENTARY INFORMATION:

1. Availability of the DOT Guidance and Comments

A copy of the Department of Transportation Guidance for participants of the Disadvantaged Business Enterprise (DBE) program in the affected States and comments received from the public are available for inspection or copying at the Docket Management Facility, U.S. Department of Transportation, Room PL-401 on the plaza level of the Nassif Building, 400

Seventh Street, SW., Washington, DC between 9 a.m. and 5 p.m., Monday through Friday, except Federal holidays. You may retrieve the guidance and comments online through the Document Management System (DMS) at: <http://dms.dot.gov>. Enter the docket number 24063 in the search field. The DMS is available 24 hours each day, 365 days each year. Electronic submission and retrieval help and guidelines are available under the help section of the Web site. An electronic copy of the document may also be downloaded by using a computer, modem and suitable communications software from the Government Printing Office's Electronic Bulletin Board Service at (202) 512-1661. Internet users may also reach the Office of the Federal Register's home page at: <http://www.nara.gov/fedreg> and the Government Printing Office's Web page at: <http://www.gpoaccess.gov/fr/index.html>.

2. Background

The General Counsel of the Department of Transportation issued guidance concerning the effects of the *Western States Paving Co. v. United States and Washington State Department of Transportation*, 407 F.3d 983 (9th Cir. 2005) in January 2006. On March 23, 2006, FTA published a Federal Register notice requesting comments on its implementation of the Department's guidance (56 FR 14775).

The guidance applies to recipients of Federal funds authorized under chapter 53 of Title 49 of the United States Code that are located within the states of Alaska, Arizona, California, Hawaii, Idaho, Montana, Nevada, Oregon, and Washington.

The Court of Appeals for the 9th Circuit, like other Federal courts that have reviewed the Department of Transportation's DBE program, held that 49 CFR part 26 and the authorizing statute for the DBE program in TEA-21 were constitutional. The court affirmed that Congress had determined that there was a compelling need for the DBE program and part 26 was narrowly tailored. However, the 9th Circuit opinion held that the Washington State Department of Transportation's program for implementing part 26 was not narrowly tailored because the State's evidence of discrimination supporting the use of race conscious measures in the program was inadequate. The January 2006 DOT guidance provides information to recipients in the 9th Circuit about how to address the implications of the court's decision in their programs. This document provides further information on how FTA will administer the DBE program for FTA

recipients in light of the court decision and the DOT guidance.

3. Response to Comments

This notice responds to comments regarding the procedures that FTA will employ in its review process for overall goal submissions from grantees in 9th Circuit States for Fiscal Year 2006 (that were due August 1, 2005) and subsequent-year submissions. These procedures concern such matters as race-neutral submissions, the evidence gathering process to determine evidence of discrimination or its effects in grantees' markets, and action plans for disparity/availability studies or other appropriate evidence gathering processes.

FTA solicited comments on two transit-specific issues. FTA considered all comments and statements filed that pertained to these two issues. FTA responses to these comments are included in this section. There is no discussion by FTA of comments that addressed Department-wide DBE issues, the content of the January 2006 DOT guidance, or statutory requirements. These issues were beyond the scope of the FTA notice. FTA received 10 comments in response to the two transit-specific issues we raised. The breakdown among commenter categories follows:

- Nonprofits and special transit providers: 1.
- City and County transit providers: 8.
- Trade association: 1.

Issues

1. Commitment To Conduct Disparity Studies

On the two matters posed for comment regarding FTA's implementation of the *Western States* guidance, there were limited comments on the first issue, that FTA may require recipients to certify that they will conduct or participate in a disparity or availability study. Those that did respond expressed concern that the Regional Civil Rights Office may require this certification.

FTA Response: DBE compliance is a condition of the FTA Master Agreement for all applicable recipients. The Regional Civil Rights Officer, in its review of DBE goal submissions, will work with grantees. In some cases, this will result in grantees having to commit to conducting disparity studies or similar evidence gathering efforts.

The Department's Guidance explicitly states that if a recipient does not currently have sufficient evidence of discrimination or its effects, then an all

race-neutral overall goal for Fiscal Year 2006 would be submitted, along with a statement concerning the absence of adequate evidence and a description of plans to conduct a study or other appropriate evidence gathering process, an action plan, and time lines for its completion. The Regional Civil Rights Office review of the annual goal submissions will determine whether evidence of discrimination or its effects has been provided.

Under part 28, any recipient, wherever located, would submit an all race-neutral overall goal if it concluded, based on the information used in the goal-setting process, that it could meet its overall goal without any use of race conscious measures like contract goals. If a recipient in the 9th Circuit presents an analysis making this showing, then the recipient need not submit an action plan for conducting a disparity study or similar evidence gathering effort. However, if a 9th Circuit recipient's Part 26 goal-setting analysis concludes that race conscious measures would be necessary to meet part of its overall goal and that the recipient does not have sufficient evidence to meet the requirements of the *Western States* decision, the recipient would submit a race-neutral overall goal and an action plan for a disparity study or similar evidence gathering effort. In some cases, it may be necessary for grantees who have already submitted Fiscal Year 2006 goals to rework their submissions to address these matters.

2. Costs of Disparity Studies

A common thread was noted in comments responding to the second issue concerning funding of disparity studies. Commenters stated that additional targeted funding for disparity studies is needed to avoid reducing the current pressing service-related needs. Commenters also noted the financial limitations of small transit operators with respect to conducting such studies.

FTA Response: FTA is aware of the costs involved in conducting disparity studies or availability studies. For recipients in the 9th Circuit states whose goal-setting processes would lead to the use of race conscious means, but for the effects of the *Western States* decision, a disparity study or similar evidence gathering effort is essential, and consistent with DOT's guidance, is a condition of FTA's approval of a race-neutral overall goal. As noted in the General Counsel's DBE guidance, funding of disparity studies is reimbursable from Federal program funds, subject to the availability of those funds and under the FTA statute, this is an eligible capital expense. Recipients

that propose to undertake a study may wish to consider joint studies within their locale or participate in studies that will be undertaken by other transit properties in the local market. The Regional Civil Rights Office will review the overall goal submissions and work with recipients to respond to local circumstances and to achieve compliance with the overall objectives of the DBE program.

FTA also suggests that recipients communicate with the State DOT to determine what preparations are being undertaken for a statewide study and whether participation in the study is feasible. Per the guidance, this is occurring and some recipients are complying with the guidance by submission of a race-neutral overall goal and participation in studies currently underway rather than conducting their own study.

3. Group-Specific Goals

One commenter asked about an apparent inconsistency between Part 26 and the DOT guidance concerning group-specific goals.

FTA Response: Part 26 prohibits group-specific goals. Following the completion of a disparity study, a recipient might conclude that it had evidence of discrimination with respect to some of the groups presumed to be disadvantaged under the rule. In such a case, the recipient should apply for a program waiver under § 26.15 of the rule. This opportunity is not limited to recipients in the 9th Circuit or to FTA grantees. For example, Colorado DOT applied for and was granted such a waiver on the basis of its disparity study for its Fiscal Year 2000 overall goal.

FTA will continue to work with recipients in the 9th Circuit to meet the requirements of a "narrowly tailored" DBE program in light of the recent developments in case law.

Dated: August 15, 2006.

Sandra K. Bushue,

Deputy Administrator.

[FR Doc. 06-7053 Filed 8-18-06; 8:45 am]

BILLING CODE 4910-57-M

DEPARTMENT OF TRANSPORTATION

National Highway Traffic Safety Administration

[Docket No. NHTSA 2006-24928; Notice 2]

Continental Tire North America, Grant of Petition for Decision of Inconsequential Noncompliance

Continental Tire North America (Continental) has determined that

certain tires it produced in 2004 and 2005 do not comply with S5.5(f) of 49 CFR 571.139, Federal Motor Vehicle Safety Standard (FMVSS) No. 139, "New pneumatic radial tires for light vehicles." Pursuant to 49 U.S.C. 30118(d) and 30120(h), Continental has petitioned for a determination that this noncompliance is inconsequential to motor vehicle safety and has filed an appropriate report pursuant to 49 CFR part 573, "Defect and Noncompliance Reports." Notice of receipt of a petition was published, with a 30-day comment period, on June 14, 2006, in the *Federal Register* (71 FR 34414). NHTSA received no comments.

Affected are a total of approximately 2,627 model 235/55R17 99H Conti Pro Contact replacement tires manufactured during 2004 and 2005. S5.5(f) of FMVSS No. 139 requires the actual number of plies in the tread area to be molded on both sidewalls of each tire. The noncompliant tires are marked on the sidewall "Tread Plies 1 Rayon + 2 Steel + 2 Nylon" whereas the correct marking should be "Tread Plies 1 Rayon + 2 Steel + 1 Nylon." Continental has corrected the problem that caused these errors so that they will not be repeated in future production.

Continental Tire believes that the noncompliance is inconsequential to motor vehicle safety and that no corrective action is warranted. Continental Tire states,

All other sidewall identification markings and safety information are correct. This noncompliant sidewall marking does not affect the safety, performance and durability of the tire; the tires were built as designed.

The Transportation Recall, Enhancement, Accountability, and Documentation (TREAD) Act (Pub. L. 106-414) required, among other things, that the agency initiate rulemaking to improve tire label information. In response, the agency published an Advance Notice of Proposed Rulemaking (ANPRM) in the *Federal Register* on December 1, 2000 (65 FR 75222).

The agency received more than 20 comments on the tire labeling information required by 49 CFR 571.109 and 119, part 567, part 574, and part 575. In addition, the agency conducted a series of focus groups, as required by the TREAD Act, to examine consumer perceptions and understanding of tire labeling. Few of the focus group participants had knowledge of tire labeling beyond the tire brand name, tire size, and tire pressure.

Based on the information obtained from comments to the ANPRM and the consumer focus groups, we have

Blank Page

Union Notification(s)
◆ Local 21

Dang, Leorah

From: Hamada, Cynthia <Cynthia.Hamada@sfmta.com>
Sent: Thursday, August 22, 2013 5:06 PM
To: DHR-PSCCoordinator, DHR; L21PSC Review
Cc: Aseron, Lome; Patel, Ashish; Boparai, Parveen
Subject: PSC to Conduct a DBE Availability & Utilization Study
Attachments: 20130822164722022.pdf

DHR-PSC Coordinator: For your review and approval.

IFPTE L21: For your information.

Cynthia Hamada
Senior Personnel Analyst
Employee and Labor Relations
San Francisco Municipal Transportation Agency
415.701.5381

Scan Date: 08.22.2013 16:47:21 (-0400)

PERSONAL SERVICES CONTRACT SUMMARY

DATE: August 21, 2013

DEPARTMENT NAME: San Francisco Municipal Transportation Agency

DEPARTMENT NUMBER: 68

TYPE OF APPROVAL: () EXPEDITED (X) REGULAR (OMIT POSTING)
() CONTINUING () ANNUAL

TYPE OF REQUEST: (X) INITIAL REQUEST () MODIFICATION (PSC#)

TYPE OF SERVICE: Parking Access and Revenue Control System

FUNDING SOURCE: Operating Budget

PSC AMOUNT: \$12,000,000.00

PSC DURATION: March 1, 2014 - February 28, 2017

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

The contractor will provide a Parking Access and Revenue Control System (PARCS) to be installed at 19 off-street parking facilities that will be integrated and remotely monitored by a Central Monitoring System (CMS) for customer support and revenue security oversight. The installation will involve the utilization of proprietary software and hardware.

B. Explain why this service is necessary and the consequences of denial:

The contractor will replace and update the current PARCS that was installed during the past 15 years. The current PARCS is no longer reliable and efficient making access and revenue control difficult. The new PARCS will result in better operational oversight by the SFMTA, increase revenue protection (\$85 million annually), and reduce operating expenses. If this contract is denied, the San Francisco Municipal Transportation Agency (SFMTA) will be unable to upgrade the current PARCS and it will continue to degrade and ultimately fail to provide the City's commitment to customer service, careful stewardship of the public's capital investments, and adequate safeguards on the City's parking revenues.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

This service was provided by the Parking Authority (PA). The SFMTA does not have that information.

D. Will the contract(s) be renewed:

No.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

Table with 3 columns: Union Name, Signature of person mailing / faxing form, Date. Rows include IFPTE Local 21 and Electricians Local 6.

RFP sent to Union Name, on Date, Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

SFMTA Approved

PSC# 4031-13/14

8-21-13

STAFF ANALYSIS/RECOMMENDATION: CIVIL SERVICE COMMISSION ACTION:

Approved 10/04/2013 [Signature]

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

5 years of experience and expertise in design and installation which must include successful installation of a complex system for parking access and revenue control involving 4+ locations transmitting to a centralized monitoring center. Installation and maintenance technicians must possess the manufacturer's training and certification in order to troubleshoot, cable and wire, and replace mechanical parts.

B. Which, if any, civil service class normally performs this work?

Classifications 1012 I.S. Technician-Junior, 1013 I.S. Technician-Senior, and 7318 Electronic Maintenance Technician.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

Yes. The contractor will provide a system of software and hardware to replace outdated PARCS equipment.

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

The system would contain proprietary hardware and software. Work performed by non-manufacturer/vendor staff will void all warranties. All service work and upgrades are performed by specially trained PARCS manufacturer/vendor staff.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

No. Civil service classes already exist. This is a one-time project using PARCS equipment that is proprietary.

5. ADDITIONAL INFORMATION (if "yes", attach explanation)

Yes No

- A. Will the contractor directly supervise City and County employees? () (X)
- B. Will the contractor train City and County employees? () (X)
 - Describe training and indicate approximate number of hours.
 - Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained.
- C. Are there legal mandates requiring the use of contractual services? () (X)
- D. Are there federal or state grant requirements regarding the use of contractual services? () (X)
- E. Has a board or commission determined that contracting is the most effective way to provide this service? () (X)
- F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? () (X)

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:

Parveen Boparai

Signature of Departmental Personal Services Contract Coordinator

Parveen Boparai
Print or Type Name

415-701-5377
Telephone Number

San Francisco Municipal Transportation Agency, Human Resources

1 S. Van Ness Avenue, 6th Floor, San Francisco, CA 94103
Address

Union Notification(s)

◆ **Local 21**

◆ **Local 6**

Dang, Leorah

From: Hamada, Cynthia <Cynthia.Hamada@sfmta.com>
Sent: Wednesday, August 21, 2013 11:50 AM
To: DHR-PSCCoordinator, DHR; L21PSC Review; 'khughes@ibew6.org'
Cc: Robertson, Michael; Sutherland, Julian; Patel, Ashish; Boparai, Parveen
Subject: PSC for Parking Access and Revenue Control System
Attachments: 20130821105650178.pdf

DHR-PSC Coordinator: Please review and approve.

Unions: For your information.

Best regards,
Cynthia Hamada
Senior Personnel Analyst
Employee and Labor Relations
San Francisco Municipal Transportation Agency
415.701.5381

Scan Date: 08.21.2013 10:56:50 (-0400)

PERSONAL SERVICES CONTRACT SUMMARY

DATE: 6/19/2013

DEPARTMENT NAME: Police (SFPD) W DEPARTMENT NUMBER 38

TYPE OF APPROVAL: [] EXPEDITED [x] REGULAR (OMIT POSTING) [] CONTINUING [] ANNUAL

TYPE OF REQUEST: [x] INITIAL REQUEST [] MODIFICATION (PSC#)

TYPE OF SERVICE: HP Printer, Plotter Support & Services including supplies

FUNDING SOURCE: General Funds

PSC AMOUNT: \$ 360,000 (180,000 USD/year) PSC DURATION: Oct 4, 2013- Sept 30, 2015

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

Managed Services for HP Printers & Plotter fleet at all locations of SFPD. Attend Service Calls within 4 business hours. Monitor and provide 99% up-time of Printers. Carry Printer, Plotters Parts & supplies to replace onsite for break-fix issues. Supplies, such as Toner to be replaced within 4 business hours at HOJ and drop-shipped to all other remote locations. Waste toner should be sent over to recycling plants at service providers expense.

B. Explain why this service is necessary and the consequences of denial:

We have 263 HP Printers and 3 Plotters in San Francisco Police Department. This equipment requires special HP Printer and peripherals expertise to attend Service Calls generated within the department. Having this expertise will allow for faster resolution of the break-fix issues that are reported to IT unit. Denial will hamper the ability to provide service faster and longer down-time which will impact critical law enforcement printing functions for certain divisions.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

In past this service has been provided by staff in Technology division. The same staff is assigned to other major multi-year projects such as 'Crime Data Warehouse', which are more specific to their classifications.

D. Will the contract(s) be renewed:

Not Applicable

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

Local 1021 Union Name Joseph Valdez Signature of person mailing/faxing form

Local 21 Union Name Joseph Valdez Signature of person mailing/faxing form

W/10/04/13 Revised Email 10/02/13 Original Fax Date W/10/04/13 Revised Email 09/26/13 Original Fax Date

RFP sent to Union Name, on Date Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4032-13/14 STAFF ANALYSIS/RECOMMENDATION: Approved 10/04/2013 W

CIVIL SERVICE COMMISSION ACTION:

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

HP Printer Certified Technician, skills include but not limited to the following:

Printer: Error code resolution, break-fix for parts that need replacements, Toner cartridge replacement, print quality improvements, networking printers, monitoring toner replacements remotely, experience with remote printer management tools & services

B. Which, if any, civil service class normally performs this work?

None

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

Yes, Contractor will provide all HP parts for printer break-fix issues from the manufacturer & supplies such as Toner

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

Supporting HP Printers and Plotters require a special expertise and preferably HP certified technician to perform service. Our Printer fleet has 65 different models and it's not practical to assume support & expertise from one individual. Requires a service provider who can dispatch appropriate technician onsite when service call is placed.

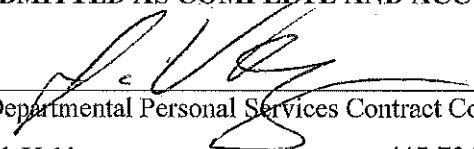
B. Would it be practical to adopt a new civil service class to perform this work? Explain.

No, As we move forward into the future - I see paperless adoption to increase dramatically. If we create a new civil services class for Printing support needs - this need may vanish with rapid adoption of paperless technologies.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

	Yes	No
A. Will the contractor directly supervise City and County employees?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. Will the contractor train City and County employees?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • Describe the training and indicate approximate number of hours. • Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained. 		
C. Are there legal mandates requiring the use of contractual services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D. Are there federal or state grant requirements regarding the use of contractual services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E. Has a board or commission determined that contracting is the most effective way to provide this service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
F. Will the proposed work be completed by a contractor that has a current personal services contract with your department?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:



 Signature of Departmental Personal Services Contract Coordinator
 Ofc. Joseph Valdez 415-734-3254

 Print or Type Name Telephone Number

 Hall of Justice, 850 Bryant St.,

 S.F., CA. 94103

 Address

Union Notification(s)

◆ **Local 1021**

◆ **Local 21**

* * * Communication Result Report (Oct. 2. 2013 7:03AM) * * *

}}}

Date/Time: Oct. 2. 2013 7:02AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
0472 Memory TX	914154316241	P. 3	OK	

Reason for error

E. 1) Hang up or line fail	E. 2) Busy
E. 3) No answer	E. 4) No facsimile connection
E. 5) Exceeded max. E-mail size	

City and County of San Francisco Department of Human Resources

PERSONAL SERVICES CONTRACT SUMMARY

DATE: 6/19/2013
 DEPARTMENT NAME: Police DEPARTMENT NUMBER: 99
 TYPE OF APPROVAL: EXPEDITED REGULAR (OMIT POSTING)
 CONTINUING ANNUAL
 TYPE OF REQUEST: INITIAL REQUEST MODIFICATION (PSC#)
 TYPE OF SERVICE: HP Printer, Plotter Support & Supplies including supplies
 FUNDING SOURCE: General Funds
 PSC AMOUNT: \$ 180,000 USD/year PSC DURATION: 2 years

1. DESCRIPTION OF WORK
 A. Concise description of proposed work:
Managed Services for HP Printers & Plotter fleet at all locations of SFPD. Attend Service Calls within 4 business hours. Monitor and provide 98% up-time of Printers. Carry Printer, Plotters Parts & supplies to replace onsite for break-fix issues. Supplies, such as Toner to be replaced within 4 business hours at HCU and drop-shipped to all other remote locations. Waste toner should be sent over to recycling plants at service providers expense.
 B. Explain why this service is necessary and the consequences of denial:

We have 233 HP Printers and 3 Plotters in San Francisco Police Department. This equipment requires special HP Printer and peripherals expertise to attend Service Calls generated within the department. Having this expertise will allow for faster resolution of the break-fix issues that are reported to IT unit. Denial will hamper the ability to provide service faster and longer down-time which will impact critical law enforcement printing functions for certain divisions.
 C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):
In past this service has been provided by staff in Technology division. The same staff is assigned to other major multi-year projects such as "Crime Data Warehouse", which are more specific to their classifications.

D. Will the contract(s) be renewed:
Not Applicable

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

<u>Local 1021</u> Union Name	<u>[Signature]</u> Signature of person mailing/filing form	<u>09/26/13</u> Date
<u>Local 21</u> Union Name	<u>[Signature]</u> Signature of person mailing/filing form	<u>09/26/13</u> Date
RFP sent to <u> </u> , or <u> </u> Union Name Date	Signature <u> </u>	

 FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC#
 STAFF ANALYSIS/RECOMMENDATION:
 CIVIL SERVICE COMMISSION ACTION:

Local 21

* * * Communication Result Report (Sep. 26. 2013 9:04AM) * * *

13
23

Date/Time: Sep. 26. 2013 9:03AM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
0469 Memory TX	914158642166	P. 3	OK	

Reason for error
 E. 1) Hang up or line fail
 E. 2) Busy
 E. 3) No answer
 E. 4) No facsimile connection
 E. 5) Exceeded max. E-mail size

City and County of San Francisco Department of Human Resources

PERSONAL SERVICES CONTRACT SUMMARY

DATE: 6/19/2013
 DEPARTMENT NAME: Police DEPARTMENT NUMBER 38
 TYPE OF APPROVAL: EXPEDITED REGULAR (OMIT POSTING _____)
 CONTINUING ANNUAL
 TYPE OF REQUEST:
 INITIAL REQUEST MODIFICATION (FSC# _____)
 TYPE OF SERVICE: HP Printer, Plotter Support & Services including supplies
 FUNDING SOURCE: General Funds
 FSC# AMOUNT: \$180,000 USD/year FSC DURATION: 2 years

1. DESCRIPTION OF WORK

A. Concise description of proposed work:
 Managed Services for HP Printers & Plotters at all locations of SFPD. Attend Service Calls within 4 business hours. Monitor and provide 85% up-time of Printers, Copy Printers, Plotters Parts & supplies to replace onsite for break-fix issues. Supplies, such as Toner to be replaced within 4 business hours at FICJ and drop-shipped to all other remote locations. Waste toner should be sent over to recycling plants at service providers expense.
 B. Explain why this service is necessary and the consequences of denial:
 We have 268 HP Printers and 3 Plotters in San Francisco Police Department. This equipment requires special HP Printer and peripherals expertise to attend Service Calls generated within the department. Having this expertise will allow for faster resolution of the break-fix issues that are reported to IT and. Denial will hamper the ability to provide service faster and longer down-time which will impact critical law enforcement printing functions for certain divisions.
 C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):
 In past this service has been provided by staff in Technology division. This same staff is assigned to other major multi-year projects such as "Crime Data Warehouse", which are more specific to their classifications.

D. Will the contract(s) be renewed:
Not Applicable

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

Local 1021		08/26/13
Union Name	Signature of person making/filing form	Date
Local 21		09/26/13
Union Name	Signature of person making/filing form	Date

RFP sent to _____ on _____ Date _____ Signature _____

FOR DEPARTMENT OF HUMAN RESOURCES USE

PCS#
STAFF ANALYSIS/RECOMMENDATION:

CIVIL SERVICE COMMISSION ACTION:

Dang, Leorah

From: Dang, Leorah on behalf of DHR-PSCCoordinator, DHR
Sent: Friday, October 04, 2013 3:22 PM
To: L21PSCReview@ifpte21.org; ahall@cirseiu.org; brook.demmerle@seiu1021.org; david.canham@seiu1021.org; dennis.mclaughlin@seiu1021.org; pattie.tamura@seiu1021.org; roxanne.sanchez@seiu1021.org; sharizinn@yahoo.com; tiya.thlang@seiu1021.onmicrosoft.com; tonette.garcia@seiu1021.org
Cc: Valdez, Joe; DHR-PSCCoordinator, DHR; Lewis, Brent
Subject: Clerical Correction re: HP Printer, Plotter Support & Services Including Supplies (POL-38)
Attachments: leorah.pdf

Dear Local 1021 and Local 21,

The attached PSC Form 1 and fax confirmations from the Police Department is for HP Printer, Plotter Support & Services Including Supplies.

PSC will be calendared for CSC Mtg. date of 10/21/2013

Please contact the department PSC Coordinator if you have any questions.

Sincerely,

Leorah Dang

DHR Personal Services Contract Coordinator
Department of Human Resources
1 South Van Ness Ave., Flr. 4
San Francisco, CA 94103
(415) 557-4842
DHR-PSCCoordinator@sfgov.org

From: Joe.Valdez@sfgov.org [mailto:Joe.Valdez@sfgov.org]
Sent: Friday, October 04, 2013 3:02 PM
To: L21PSCReview@ifpte21.org; ahall@cirseiu.org; brook.demmerle@seiu1021.org; david.canham@seiu1021.org; dennis.mclaughlin@seiu1021.org; pattie.tamura@seiu1021.org; roxanne.sanchez@seiu1021.org; sharizinn@yahoo.com; tiya.thlang@seiu1021.onmicrosoft.com; tonette.garcia@seiu1021.org
Cc: DHR-PSCCoordinator, DHR
Subject: PSC Clerical

This e-mail is just to inform you that some clerical modifications were made to this PSC. I wanted to update your files. I had previously faxed the information to you. If you have no issues with this PSC it would be greatly appreciated if you could give your approval so I can push this forward as quick as possible.

Officer Joseph M. Valdez #4228
San Francisco Police Department
Hall of Justice, 850 Bryant St., S.F., CA. 94103
415-734-3231~ Office, 415-734-3254~ Fax
E-MAIL Joe.Valdez@sfgov.org

Modification
Personal Services Contracts

Blank Page

PERSONAL SERVICES CONTRACT SUMMARY

DATE: _____

DEPARTMENT NAME: Public Health

DEPARTMENT NUMBER 82 81 W

TYPE OF APPROVAL: EXPEDITED REGULAR (OMIT POSTING _____)
 CONTINUING ANNUAL

TYPE OF REQUEST: INITIAL REQUEST MODIFICATION (PSC# 4113-08/09)

TYPE OF SERVICE: Health Insurance for City and County Children and Young Adults not eligible for currently available Publicly funded Health Insurance Programs

FUNDING SOURCE: Community Health Network General Funds and Proposition 10 Funds

Original Amount:	\$22,000,000	PSC Duration:	07/01/2009-06/30/2010	(CSC) W
Modification Amount	\$ 0	PSC Duration:	07/01/2010-06/30/2012	(CSC) W
Modification Amount	\$ 0	PSC Duration:	07/01/2012-12/31/2013	(DHR) W
Modification Amount	\$15,000,000	PSC Duration:	01/01/2013-06/30/2015	(CSC) W
Total Amount	\$37,000,000	Total PSC Duration:	07/01/2009-06/30/2015	

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

Provision of health dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco; whose family income is under the 300% of the Federal Poverty Level and who do not qualify for Medi-Cal or Healthy Families.

B. Explain why this service is necessary and the consequences of denial:

This modification is to extend the PSC for the Healthy Kids program, begun in 1998 with the passage of Proposition J, which made it a City policy priority to provide all San Francisco residents with health coverage. Since then the City has worked incrementally to provide residents with coverage. Approximately 4,000-5,000 children do not qualify for Medi-Cal, Healthy Families or any other publicly funded insurance program. If not for Healthy Kids, they would be uninsured. As a result of this program, San Francisco has 99% coverage for its children, making it the first county in US to achieve universal health coverage for children. Denial would prevent the City from fulfilling the goals of Proposition J, and would likely prevent these thousands of children from receiving the health care they need.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):
There were services previously under 4113-08/09 and 4097-05/06.

D. Will the contract(s) be renewed: Yes.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedures):

<u>IFPTE Local 21; SEIU Local 1021</u>	<u>Jacquie Hale</u>	<u>July 24, 2013</u>
Union Name	Signature of person mailing/faxing form	Date
<u>IFPTE Local 21; SEIU Local 1021</u>	<u>3/5/2009</u>	<u>Judith Matranga</u>
Union Name	Date	Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4113-08/09
STAFF ANALYSIS/RECOMMENDATION: Approved 10/04/2013 W
CIVIL SERVICE COMMISSION ACTION:

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

Vendor must have access to a State of California Knox-Keene insurance product, a State of CA approved Medi-cal Marketing Plan, a community outreach and enrollment plan, a full service bi-lingual member services department and a Joint Commission on the accreditation of Health Organizations-approved acute care hospital with trauma services as part of its network, all which have to have the ability to meet Health Insurance Portability and Accountability Act requirements. Vendor also has to have access to a comprehensive integrated medical system which includes primary care, hospitalization, complete specialty care, (or access to the specialties required by the State of California) mental health, dental health, vision health, and out of area providers, a pharmacy network, health education and preventative care programs.

B. Which, if any, civil service class normally performs this work?

None. This will be a health insurance service.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

Yes, the contractor has a license to issue and insurance plan.

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

This is a health insurance service, and a new legal entity was created to issue health insurance to minimize liability and exposure to the city.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

No, see 4 A above.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

Yes No

A. Will the contractor directly supervise City and County employees?

B. Will the contractor train City and County employees?

- Describe the training and indicate approximate number of hours.
- Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained.

C. Are there legal mandates requiring the use of contractual services?

D. Are there federal or state grant requirements regarding the use of contractual services?

E. Has a board or commission determined that contracting is the most effective way to provide this service?

F. Will the proposed work be completed by a contractor that has a current personal services contract with your department?

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:


Signature of Departmental Personal Services Contract Coordinator

Jacquie Hale
Print or Type Name

554-2609
Telephone Number

101 Grove Street Room 307
San Francisco CA 94102
Address

Union Notification(s)

◆ **Local 21**

◆ **Local 1021**

Union Notification of PSC Summary to DHR

Jacquie Hale o l21pscreview, sjenkins, pattie.tamura, ed.warshauer,
brook.demmerle

07/26/2013 03:57 PM

Bcc: Kelly Jackson

TO: Sharon Jenkins, IFPTE, Local 21
Pattie Tamura, Ed Warshauer, Brooke Demmerle, SEIU Local 1021

DATE: July 26, 2013

SUBJECT: Union Notification of PSC Summary to DHR

Attached is the following PSC request which will be submitted to the Department of Human Resources for review on September 25, 2013, for consideration at the October 21, 2013, Civil Service Commission meeting.

1. *Health Insurance for City and County Children and Young Adults not eligible for currently available Publicly funded Health Insurance Programs*

The PDF File for the item listed above is attached to this email.

Jacquie Hale
Director
Office of Contract Management and Compliance
Department of Public Health
101 Grove Street, Room 307
San Francisco, CA 94102
(415) 554-2609
(415) 554-2555 (fax)
Jacquie.Hale@SFDPH.org

Confidentiality Notice: This email transmission may contain confidential or legally privileged information that is intended only for the individual or entity named in the email address. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or reliance upon the contents of this email is strictly prohibited. If you have received this email transmission in error, please reply to the sender to arrange for proper delivery, and then delete the message from your inbox. Thank you.



PSC DPH State Healthy Kids insurance.pdf

Relay Report

Your message: Union Notification of PSC Summary to DHR
addressed to: sjenkins@ifpte21.org
has the following delivery status: Your message was successfully relayed by dphhub02.sfgov.org at 07/26/2013 15:57:54 to the remote mail system MAIL2.SFDPH.ORG that does not support confirmation of delivery.

What should you do?

This message is an informational Delivery Status Notification and does not require any further action.

- Your message was routed to a server which does not accept responsibility for generating Delivery Status Notifications upon successful delivery. You may assume that the message was successfully delivered if no failure message is received. Do not expect a delivery confirmation notice.

Routing path

SFmail02/SFGOV, Inh03b01/SFGOV, Inh03b01/SFGOV, SFmail02/SFGOV

To: I21pscreview@ifpte.org, sjenkins@ifpte21.org, pattie.tamura@seiu1021.org,
ed.warshauer@seiu1021.org, brook.demmerle@seiu1021.org

cc:

Date: 03:57:42 PM Today

Subject: Union Notification of PSC Summary to DHR

Relay Report

Your message: Union Notification of PSC Summary to DHR
addressed to: I21pscreview@ifpte.org

has the following delivery status: Your message was successfully relayed by dphhub02.sfgov.org at 07/26/2013 15:57:54 to the remote mail system MAIL2.SFDPH.ORG that does not support confirmation of delivery.

What should you do?

This message is an informational Delivery Status Notification and does not require any further action.

- Your message was routed to a server which does not accept responsibility for generating Delivery Status Notifications upon successful delivery. You may assume that the message was successfully delivered if no failure message is received. Do not expect a delivery confirmation notice.

Routing path

SFmail02/SFGOV, Inh03b01/SFGOV, Inh03b01/SFGOV, SFmail02/SFGOV

To: I21pscreview@ifpte.org, sjenkins@ifpte21.org, pattie.tamura@seiu1021.org,
ed.warshauer@seiu1021.org, brook.demmerle@seiu1021.org

cc:

Date: 03:57:42 PM Today

Subject: Union Notification of PSC Summary to DHR

Relay Report

Your message: Union Notification of PSC Summary to DHR
addressed to: pattie.tamura@seiu1021.org
has the following delivery status: Your message was successfully relayed by dphhub02.sfgov.org at 07/26/2013 15:57:54 to the remote mail system MAIL2.SFDPH.ORG that does not support confirmation of delivery.

What should you do?

This message is an informational Delivery Status Notification and does not require any further action.

- Your message was routed to a server which does not accept responsibility for generating Delivery Status Notifications upon successful delivery. You may assume that the message was successfully delivered if no failure message is received. Do not expect a delivery confirmation notice.

Routing path

SFmail02/SFGOV, Inh03b01/SFGOV, Inh03b01/SFGOV, SFmail02/SFGOV

To: l21pscreview@ifpte.org, sjenkins@ifpte21.org, pattie.tamura@seiu1021.org, ed.warshauer@seiu1021.org, brook.demmerle@seiu1021.org

cc:

Date: 03:57:42 PM Today

Subject: Union Notification of PSC Summary to DHR

Relay Report

Your message: Union Notification of PSC Summary to DHR
addressed to: brook.demmerle@seiu1021.org
has the following delivery status: Your message was successfully relayed by dphhub02.sfgov.org at 07/26/2013 15:57:54 to the remote mail system MAIL2.SFDPH.ORG that does not support confirmation of delivery.

What should you do?

This message is an informational Delivery Status Notification and does not require any further action.

- Your message was routed to a server which does not accept responsibility for generating Delivery Status Notifications upon successful delivery. You may assume that the message was successfully delivered if no failure message is received. Do not expect a delivery confirmation notice.

Routing path

SFmail02/SFGOV, Inh03b01/SFGOV, Inh03b01/SFGOV, SFmail02/SFGOV

To: l21pscreview@ifpte.org, sjenkins@ifpte21.org, pattie.tamura@seiu1021.org,
ed.warshauer@seiu1021.org, brook.demmerle@seiu1021.org

cc:

Date: 03:57:42 PM Today

Subject: Union Notification of PSC Summary to DHR

Relay Report

Your message: Union Notification of PSC Summary to DHR
addressed to: ed.warshauer@seiu1021.org

has the following delivery status: Your message was successfully relayed by dphhub02.sfgov.org at 07/26/2013 15:57:54 to the remote mail system MAIL2.SFDPH.ORG that does not support confirmation of delivery.

What should you do?

This message is an informational Delivery Status Notification and does not require any further action.

- Your message was routed to a server which does not accept responsibility for generating Delivery Status Notifications upon successful delivery. You may assume that the message was successfully delivered if no failure message is received. Do not expect a delivery confirmation notice.

Routing path

SFmail02/SFGOV, Inh03b01/SFGOV, Inh03b01/SFGOV, SFmail02/SFGOV

To: l21pscreview@ifpte.org, sjenkins@ifpte21.org, pattie.tamura@seiu1021.org,
ed.warshauer@seiu1021.org, brook.demmerle@seiu1021.org

cc:

Date: 03:57:42 PM Today

Subject: Union Notification of PSC Summary to DHR

Delivery Failure Report

Your message: Union Notification of PSC Summary to DHR
was not delivered to: ed.warshauer@seiu1021.org
because: 550 5.1.1 RESOLVER.ADR.RecipNotFound; not found

What should you do?

- You can resend the undeliverable document to the recipients listed above by choosing the Resend button or the Resend command on the Actions menu.
- Once you have resent the document you may delete this Delivery Failure Report.
- If resending the document is not successful you will receive a new failure report.
- Unless you receive other Delivery Failure Reports, the document was successfully delivered to all other recipients.

Routing path

Inh03b01/SFGOV, SFmail02/SFGOV

To: <l21pscreview@ifpte.org>, <sjenkins@ifpte21.org>, <pattie.tamura@seiu1021.org>, <ed.warshauer@seiu1021.org>, <brook.demmerle@seiu1021.org>

cc:

Date: 03:57:42 PM MST Today

Subject: Union Notification of PSC Summary to DHR

TO: Sharon Jenkins, IFPTE, Local 21
Pattie Tamura, Ed Warshauer, Brooke Demmerle, SEIU Local 1021

DATE: July 26, 2013

SUBJECT: Union Notification of PSC Summary to DHR

Attached is the following PSC request which will be submitted to the Department of Human Resources for review on September 25, 2013, for consideration at the October 21, 2013, Civil Service Commission meeting.

1. Health Insurance for City and County Children and Young Adults not eligible for currently available Publicly funded Health Insurance Programs

The PDF File for the item listed above is attached to this email.

Jacquie Hale
Director
Office of Contract Management and Compliance
Department of Public Health
101 Grove Street, Room 307
San Francisco, CA 94102
(415) 554-2609
(415) 554-2555 (fax)
Jacquie.Hale@SFDPH.org

Confidentiality Notice: This email transmission may contain confidential or legally privileged information that is intended only for the individual or entity named in the email address. If you are not the intended recipient, you are hereby notified that any disclosure, copying, distribution, or reliance upon the contents of this email is strictly prohibited. If you have received this email transmission in error, please reply to the sender to arrange for proper delivery, and then delete the message from your inbox. Thank you.

(See attached file: PSC DPH State Healthy Kids insurance.pdf)



PSC DPH State Healthy Kids insurance.pdf

Blank Page

Prior Notice of Civil Service Commission Action – Original – Current
Prior DHR Approved PSC Form 1– Original – Current
Prior Notice of Civil Service Commission Action – Mod1 – Current
Prior DHR Approved PSC Form 1– Mod1 – Current
Prior Administrative Approval – Mod2 - Current

PSC #4113-08/09

Prior Notice of Civil Service Commission Action – Original -Similar
Prior DHR Approved PSC Form 1 – Original – Similar
Prior Notice of Civil Service Commission Action – Mod1 -Similar
Prior DHR Approved PSC Form 1 – Mod1 - Similar

PSC #4097-05/06

Original
4/13-08/09



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

March 5, 2009

NOTICE OF CIVIL SERVICE COMMISSION ACTION

DONALD A. CASPER
PRESIDENT

MORGAN R. GORRONO
VICE PRESIDENT

JOY Y. BOATWRIGHT
COMMISSIONER

MARY Y. JUNG
COMMISSIONER

E. DENNIS NORMANDY
COMMISSIONER

ANITA SANCHEZ
EXECUTIVE OFFICER

SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACT NUMBERS 4098-08/09 THROUGH 4113-08/09; 4068-07/08; 4172-07/08 AND 4114-08/09.

At its meeting of March 2, 2009 the Civil Service Commission had for its consideration the above matter.

PLEASE NOTE: It is important that a copy of this action be kept in the department files as you will need it in the future as proof of Civil Service Commission approval.

It was the decision of the Commission to:

- (1) PSC #4112-08/09 withdrawn at the request of the Department of Emergency Management.
- (2) Adopt the Human Resources Director's report on all remaining contracts. Notify the offices of the Controller and the Purchaser.

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

CIVIL SERVICE COMMISSION

ANITA SANCHEZ
Executive Officer

Attachment

- c: Parveen Boparai, Municipal Transportation Agency
Micki Callahan, Human Resources Director
Gordon Choy, Department of Public Works
Kahala Drain, Children & Families Commission
Jacquie Hale, Department of Public Health
Lavena Holmes-Williams, San Francisco Port
Shamica Jackson, Public Utilities Commission
Jennifer Johnston, Department of Human Resources
Naomi Kelly, Office of Contract Administration
William Lee, Emergency Communications Department
Julian Low, Mayor's Office of Business & Economic Development
Joan Lubamersky, Administrative Services
Christine Martin, Department of Technology
Mary Ng, Department of Human Resources
Brigitte Rockett, Department of Human Resources
Ben Rosenfield, Controller
Commission File
Chron

POSTING FOR
March 02, 2009

RECOMMENDED APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACTS

FSC No.	DeptNo	DeptName	Approval Type	Contract Amount	Description of work	Duration
4110-08709	77	Department of Emergency Management	Regular	\$5,050,000.00	Will develop four region-wide plans and assist Bay Area counties and cities with developing local plans for responding to a major catastrophic event.	31-May-11
4111-08709	77	Department of Emergency Management	Regular	\$1,648,000.00	Will provide assistance to Bay Area counties and cities with developing plans for managing the deployment of volunteers after a major catastrophic event.	31-May-10
4112-08709	77	Department of Emergency Management	Regular	\$1,566,000.00	Will provide assistance to Bay Area counties and cities with developing plans for the Mass care of special needs populations in the event of a major catastrophic event.	31-May-10
4113-08709	82	Department of Public Health	Regular	\$22,000,000.00	Will provide provision of health, dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco.	30-Jun-10

0000

4113-08/09
Original

PERSONAL SERVICES CONTRACT SUMMARY

DATE: January 30, 2009
DEPARTMENT NAME: DEPARTMENT OF PUBLIC HEALTH DEPARTMENT NUMBER: 82
TYPE OF APPROVAL: EXPEDITED REGULAR (OMIT POSTING
 CONTINUING ANNUAL

TYPE OF REQUEST:
 INITIAL REQUEST MODIFICATION (PSC # _____)

TYPE OF SERVICE: Health Insurance Program for City & County Children and Young Adults Not Eligible For Currently Available Publicly Funded Health Insurance Programs

FUNDING SOURCE: Community Health Network General Funds and Proposition 10 Funds

PSC AMOUNT: \$22,000,000 ORIGINAL PSC DURATION: 07/01/2009 - 06/30/2010

1. DESCRIPTION OF WORK

A. Concise description of proposed work:
Provision of health, dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco, whose family income is under 300% of the Federal Poverty Level (FPL), and who do not qualify for Medi-Cal or Healthy Families. The goal of the program is to provide health insurance to children ineligible for other publicly funded health insurance programs and enroll them in the San Francisco Healthy Kids Program. An additional goal of the program is to enroll and retain as many San Francisco children as possible in the Medi-Cal or Healthy Families insurance programs. As of April 2008 the program had 7,302 of the target population enrolled.

B. Explain why this service is necessary and the consequence of denial:
In 1998 the voters of San Francisco passed Proposition J, which made it a City policy priority to provide all San Francisco residents with health coverage. Since then the City has worked incrementally to provide residents with coverage. In 2001 the San Francisco Health Commission passed a resolution calling for the provision of health insurance to San Francisco children ineligible for existing publicly funded programs and were part of families under 300% of the FPL. None of 4,885 children age 0 through 18 is eligible for Medi-Cal, Healthy Families, or any other publicly funded insurance programs. If not Healthy Kids, they would be uninsured. As a result of the Healthy Kids program, San Francisco has more than 99% coverage for children according to UCLA's California Health Interview Survey, making us the first county in the US to achieve universal coverage for children. Denial would prevent the City from fulfilling the goals of the Mayor's Office, Proposition J and the Health Commission's resolution.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):
These services were previously approved under: PSC# 4097-05/06.

D. Will the contract(s) be renewed? Yes, because services are for an insurance program.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedure):

IPFTE, Local 21
SEIU, Local 1021
Union Name Signature of person mailing/faxing form Date
Jacquie Hale FEB 05 2009

Union Name Signature of person mailing/faxing form Date
RFP sent to _____, on _____ Date Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4113-08/09
STAFF ANALYSIS/RECOMMENDATION:
CIVIL SERVICE COMMISSION ACTION:

Approved
March 2, 2009

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

Vendor must have access to a State of California Know-Keene insurance product, a State of California approved Medi-Cal marketing plan, a community outreach and enrollment plan, a full service Bilingual Member Services Department and a Joint Commission on the Accreditation of Health Organizations-approved acute care hospital with trauma services as part of its network, all of which have to have the ability to meet HIPAA Privacy Act requirements. Vendor also has to have access to a comprehensive, integrated medical system, which includes primary care, hospitalization, complete specialty care (or access to the twenty-nine specialties required by the State of California), mental health, dental care and vision care, as well as access to out-of-area providers, urgent care, a pharmacy network, health education and preventive care programs.

B. Which, if any, civil service class normally performs this work?

None. This is a health insurance service.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

Yes, the contractor has a license to issue an insurance plan.

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

This is a health insurance service, and a new legal entity was created to issue health insurance to minimize liability and exposure to the City.

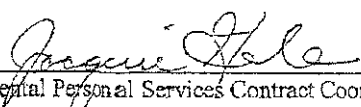
B. Would it be practical to adopt a new civil service class to perform this work? Explain.

No, since the intention of this contract is to provide access to this insurance while minimizing the City's liability through a non-City entity (the San Francisco Community Health Authority).

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

	Yes	No
A. Will the contractor directly supervise City and County employees?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
B. Will the contractor train City and County employees?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
• Describe the training and indicate approximate number of hours.		
• Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate number to be trained.		
C. Are there legal mandates requiring the use of contractual services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
D. Are there federal or state grant requirements regarding the use of contractual services?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
E. Has a board or commission determined that contracting is the most effective way to provide this service?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? Yes, the San Francisco Community Health Authority.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:



Signature of Departmental Personal Services Contract Coordinator

Jacquie Hale

554-2609

Print or Type Name

Telephone Number

101 Grove St., Rm. 307

San Francisco, CA 94102

Address

4113-08/09
Mod 1



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

June 18, 2009

NOTICE OF CIVIL SERVICE COMMISSION ACTION

MORGAN R. GORRONG
PRESIDENT

SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED
PERSONAL SERVICES CONTRACT NUMBERS 1019-08/09; 1020-
08/09; 4158-08/09 THROUGH 4165-08/09; 4073-05/06; 4123-05/06;
4098-02/03 AND 4113-08/09.

E. DENNIS NORMANDY
VICE PRESIDENT

JOY Y. BOATWRIGHT
COMMISSIONER

At its meeting of June 15, 2009 the Civil Service Commission had for its consideration the above matter.

DONALD A. CASPER
COMMISSIONER

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

MARY Y. JUNG
COMMISSIONER

It was the decision of the Commission to:

ANITA SANCHEZ
EXECUTIVE OFFICER

- (1) Postpone PSC #4162-08/09 to the meeting of July 6, 2009 at the request of the Public Utilities Commission.
- (2) Postpone PSC #4073-05/06 to the meeting of July 6, 2009. The Office of the Controller to provide correct classes that normally perform the work (3B).
- (3) Adopt the Human Resources Director's report on all remaining contracts. Notify the offices of the Controller and the Purchaser.

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

CIVIL SERVICE COMMISSION

ANITA SANCHEZ
Executive Officer

Attachment

- c: Cynthia Avakian, Airport Commission
- Jesusa Bushong, San Francisco Fire Department
- Micki Callahan, Human Resources Director
- Gordon Choy, Department of Public Works
- Maureen Gannon, Sheriff Department
- Jacque Hale, Department of Public Health
- Kan Htun, Arts Commission
- Sharrica Jackson, Public Utilities Commission
- Jennifer Johnston, Department of Human Resources
- Naomi Kelly, Office of Contract Administration
- Florence Kyaam, Public Utilities Commission
- William Lee, Department of Emergency Management
- Esther Reyes, Controller
- Brigitte Rockett, Department of Human Resources
- Ben Rosenfield, Controller
- Commission File
- Chron

POSTING FOR
June 15, 2009

RECOMMENDED APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACTS
MODIFICATION TO INCREASE CONTRACT AMOUNT/DURATION

PSC No.	Dept No	Department	Approval Type	Increase Amount	New Amount	Description of work	Duration
4073-05/06	9	Controller	Modification	\$3,000,000.00	\$7,500,000.00	Will perform specialized audit, analytical and technical assistance consulting and training services to maximize the effectiveness of the Controller's Office City Services Auditor function.	30-Jun-13
4123-05/06	33	Department of Human Resources	Modification	\$133,000.00	\$383,000.00	Will provide comprehensive unemployment insurance claims administration services, including unemployment claims processing, claims appeals, representation at Unemployment Insurance Appeals Hearings, audits of billing statements, and records maintenance.	30-Jun-11
4098-02/03	40	San Francisco Public Utilities Commission	Modification	\$10,100,000.00	\$24,000,000.00	alternatives to repair the existing Cateveras Dam, or replace the dam with a dam of equal or enlarged storage capacity. Provide additional design, environmental and permitting services.	11-Sep-16
4113-05/09	82	Department of Public Health	Modification	\$0.00	\$22,000,000.00	Will provide health, dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco. Modification to correct PSC duration.	30-Jun-12

PERSONAL SERVICES CONTRACT SUMMARY

DATE: April 20, 2009

DEPARTMENT NAME: DEPARTMENT OF PUBLIC HEALTH DEPARTMENT NUMBER: 82

TYPE OF APPROVAL: [] EXPEDITED [X] REGULAR (OMIT POSTING [X]) [] CONTINUING [] ANNUAL

TYPE OF REQUEST: [] INITIAL REQUEST [X] MODIFICATION (PSC # 4113-08/09)

TYPE OF SERVICE: Health Insurance Program for City & County Children and Young Adults Not Eligible For Currently Available Publicly Funded Health Insurance Programs

FUNDING SOURCE: Community Health Network General Funds and Proposition 10 Funds
PSC Original AMOUNT: \$22,000,000 ORIGINAL PSC DURATION: 07/01/2009 - 06/30/2010
PSC Additional AMOUNT: \$0 07/01/2010 - 06/30/2012
PSC TOTAL AMOUNT: \$22,000,000 07/01/2009 - 06/30/2012

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

This modification is to correct the end date of the PSC originally approved on 3/2/2009. Provision of health, dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco, whose family income is under 300% of the Federal Poverty Level (FPL), and who do not qualify for Medi-Cal or Healthy Families. The goal of the program is to provide health insurance to children ineligible for other publicly funded health insurance programs and enroll them in the San Francisco Healthy Kids Program. An additional goal of the program is to enroll and retain as many San Francisco children as possible in the Medi-Cal or Healthy Families insurance programs. As of April 2008 the program had 7,302 of the target

B. Explain why this service is necessary and the consequence of denial:

In 1998 the voters of San Francisco passed Proposition J, which made it a City policy priority to provide all San Francisco residents with health coverage. Since then the City has worked incrementally to provide residents with coverage. In 2001 the San Francisco Health Commission passed a resolution calling for the provision of health insurance to San Francisco children ineligible for existing publicly funded programs and were part of families under 300% of the FPL. None of 4,885 children age 0 through 18 is eligible for Medi-Cal, Healthy Families, or any other publicly funded insurance programs. If not Healthy Kids, they would be uninsured. As a result of the Healthy Kids program, San Francisco has more than 99% coverage for children according to UCLA's California Health interview Survey, making us the first county in the US to achieve universal coverage for children. Denial would prevent the City from fulfilling the goals of the Mayor's Office, Proposition J and the Health Commission's resolution.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

These services were previously approved under: PSC# 4113-08/09 and 4097-05/06.

D. Will the contract(s) be renewed? Yes, because services are for an insurance program.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedure):

[X] Local 21 and Local 1021 Jacquie Hale APR 24 2009
Union Name Signature of person mailing/faxing form Date
[] Union Name Signature of person mailing/faxing form Date
RFP sent to 21 and 1021, on 3/5/2009 Judith Matranga
Union Name Date Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4113-08/09

STAFF ANALYSIS/RECOMMENDATION:

CIVIL SERVICE COMMISSION ACTION:

JUN 15 2009
Approved

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

Vendor must have access to a State of California Knox-Keene insurance product, a State of California approved Medical marketing plan, a community outreach and enrollment plan, a full service Bilingual Member Services Department and a Joint Commission on the Accreditation of Health Organizations-approved acute care hospital with trauma services as part of its network, all of which have to have the ability to meet HIPAA Privacy Act requirements. Vendor also has to have access to a comprehensive, integrated medical system, which includes primary care, hospitalization, complete specialty care (or access to the twenty-nine specialties required by the State of California), mental health, dental care and vision care, as well as access to out-of-area providers, urgent care, a pharmacy network, health education and preventive care programs.

B. Which, if any, civil service class normally performs this work?

None. This is a health insurance service.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:

Yes, the contractor has a license to issue an insurance plan.

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

This is a health insurance service, and a new legal entity was created to issue health insurance to minimize liability and exposure to the City.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

No, see 4.A above.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

A. Will the contractor directly supervise City and County employees?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

B. Will the contractor train City and County employees?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

- Describe the training and indicate approximate number of hours.
- Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate numbers to be trained.

C. Are there legal mandates requiring the use of contractual services?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

D. Are there federal or state grant requirements regarding the use of contractual services?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

E. Has a board or commission determined that contracting is the most effective way to provide this service?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? San Francisco Community Health Authority

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:

Signature of Departmental Personal Services Contract Coordinator

JM Jacquie Hale

(415) 554-2609

Print or Type Name

Telephone Number

101 Grove Street, Room 307

San Francisco, CA 94102

Address

4113-08/09
Mod 2



City and County of San Francisco

San Francisco Department of Public Health

Barbara A. Garcia, MPA
Director of Health

MEMORANDUM

DATE: June 20, 2012

TO: Maria Ryan, PSC Analyst
Department of Human Resources (Dept. 33)

FROM: Jacquie Hale, PSC Coordinator
Department of Public Health (Dept. 82) *JAH*

RE: Request for Administrative Approval of PSC Modification (less than 50%)

PSC No. 4113-08/09		Approval Date: June 18, 2009	
Description of Service: Will provide Health and Dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco.			
Original Approved Amount:	\$22,000,000	Original Approved Duration:	7/01/09-06/30/10
1 st Modification Amount:	\$0	1 st Modification of Duration:	07/01/10-06/30/12
2 nd Modification Amount:	\$0	2 nd Modification of Duration:	07/1/12- 12/31/13
Total Amount, as Modified:	\$22,000,000	Total Duration, as Modified:	07/01/09-12/31/13
The Department of Public Health is renewing this contract. This second Modification is to extend the PSC duration until December 31, 2013 in order to cover needed services that continue to be needed in the community.			

Attachment: Copy of Approved PSC Summary

DPH CMS #: 7254

FOR DEPARTMENT OF HUMAN RESOURCES USE:

DHR ACTION: Approved

Approval Date: 6/20/12

By: *Micki Callahan*
Micki Callahan, Human Resources Director

The mission of the San Francisco Department of Public Health is to protect and promote the health of all San Franciscans.

We shall ~ Assess and research the health of the community ~ Develop and enforce health policy ~ Prevent disease and injury ~
~ Educate the public and train health care providers ~ Provide quality, comprehensive, culturally-proficient health services ~ Ensure equal access to all ~

barbara.garcia@sfdph.org - office 415-554-2526 fax 415 554-2710
101 Grove Street, Room 308, San Francisco, CA 94102

4097-05/06
Original



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

April 4, 2006

NOTICE OF CIVIL SERVICE COMMISSION ACTION

LINDA RICHARDSON
PRESIDENT

**SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED
PERSONAL SERVICES CONTRACT NUMBERS 4095-05/06
THROUGH 4100-05/06.**

THOMAS T. NG
VICE PRESIDENT

At its meeting of April 3, 2006 the Civil Service Commission had for its consideration the above matter.

ALICIA D. BECERRIL
COMMISSIONER

It was the decision of the Commission to adopt the Human Resources Director's report. Notify the offices of the Controller and the Purchaser.

DONALD A. CASPER
COMMISSIONER

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

MORGAN R. GORRÓN
COMMISSIONER

CIVIL SERVICE COMMISSION

KATE FAVETTI
EXECUTIVE OFFICER

A handwritten signature in cursive script that reads "Kate Favetti".

KATE FAVETTI
Executive Officer

Attachment

- c: Parveen Boparai, Municipal Transportation Agency
- Gordon Choy, Department of Public Works
- Richard Eijima, Commission on the Status of Women
- Philip Ginsburg, Human Resources Director
- Elizabeth Jacobi, Department of Human Resources
- Galen Leung, Department of Public Health
- Jonathan Nelly, Department of Human Resources
- Marc Rosaaen, Department of Telecommunications & Info Services
- Commission File
- Chron

POSTING FOR
April 3, 2006

RECOMMENDED APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACTS

PSC No.	Date	Department	Approval Type	Contract Amount	Description of work	Duration
4095-05/06	90	Public Works	Regular	\$106,015.00	Will provide historic preservation consulting services to redevelop the Old Mint Building as mandated by the Programmatic Agreement, ("PA"), Stipulation C.2.	19-Mar-08
4096-05/06	81	Public Health	Regular	\$560,000.00	Will provide intermittent, as-needed, on-call, mobile blood filtration (therapeutic apheresis) services.	30-Jun-10
4097-05/06	82	Public Health - Community Health Network	Regular	\$10,000,000.00	Will provide health insurance to children, the families they come from, and young adults ineligible for other publicly funded health insurance programs and enroll them in the San Francisco Healthy Kids insurance program.	30-Jun-08
4098-05/06	75	Telecommunications & Information Services	Regular	\$1,500,000.00	Will administer a technical training program and provide training in personal computer software and other information technologies used in City government.	31-Dec-09
4099-05/06	48	Commission on the Status of Women	Regular	\$59,900.00	Will conduct a Safety and Accountability Audit of City and County of San Francisco departments and community based agencies regarding the safety of those experiencing intimate partner violence.	31-Dec-06
4100-05/06	35	Municipal Transportation Agency	Regular	\$99,990.00	Will provide an off-site facility to collect pre-employment, post-accident, return-to-duty, reasonable suspicion breath and urine samples during normal working hours and/or after hours for MTA employees & contractors in compliance w/ DOT/FTA regulations.	30-Jun-09

PERSONAL SERVICES CONTRACT SUMMARY

DATE: 03/01/2006

DEPARTMENT NAME: DEPARTMENT OF PUBLIC HEALTH

DEPARTMENT NUMBER: 82

TYPE OF APPROVAL: [] EXPEDITED [X] REGULAR (OMIT POSTING [])

[] CONTINUING [] ANNUAL

TYPE OF REQUEST:

[X] INITIAL REQUEST [] MODIFICATION (PSC # _____)

TYPE OF SERVICE: Health Insurance Program for City & County Children and Young Adults Not Eligible For Currently Available Publicly Funded Health Insurance Programs

FUNDING SOURCE: Community Health Network General Funds and Proposition 10 Funds

PSC AMOUNT: \$10,000,000 PSC DURATION: 07/01/2006 - 06/30/2008

1. DESCRIPTION OF WORK

A. Concise description of proposed work:

Provision of health, dental and vision insurance through a publicly funded health insurance program to children and young adults (through age 24) who live in the City and County of San Francisco, whose family income is under 300% of the Federal Poverty Level (FPL), and who do not qualify for Medi-Cal or Healthy Families. The goal of the program is to provide health insurance to children, the families they come from, and young adults ineligible for other publicly funded health insurance programs and enroll them in the San Francisco Healthy Kids insurance program. An additional goal of the program is to enroll and retain as many San Francisco children as possible in the Medi-Cal or Healthy Families insurance programs. As of December 2005 the program had 6,299 of the target population enrolled

B. Explain why this service is necessary and the consequence of denial:

Approximately 5,000 low-income children and 5,300 low-income young adults who do not qualify for Medi-Cal or Healthy Families insurance and an additional 2,400 are eligible but are not enrolled in publicly funded health insurance programs such as Medi-Cal and Healthy Families. In 1998 the voters of San Francisco passed Proposition J, which made it a City policy priority to provide all San Francisco residents with health coverage. Since then the City has worked incrementally to provide residents with coverage. In 2001 the San Francisco Health Commission passed a resolution calling for the provision of health insurance to San Francisco children ineligible for existing publicly funded programs and were part of families under 300% of the FPL. Initially the program covered enrollees age 0 through 18. Effective January 1, 2005 the program was expanded to insure enrollees through age 24, in response to the Mayor's commitment to provide insurance to young adults under 25. Denial would prevent the City from fulfilling the goals of the Mayor's Office, Proposition J and the Health Commission's resolution.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number):

These services were previously approved under: PSC# 4061-04/05 and 4075-03/04

D. Will the contract(s) be renewed? Yes, because services are for an insurance program.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedure):

Table with 3 columns: Union Name, Signature of person mailing/faxing form, Date. Row 1: [] Union Name, Galen W.M. Leung, Date. Row 2: [] Union Name, Signature of person mailing/faxing form, Date.

RFP sent to _____, on _____, Date _____, Signature _____

***** FOR DEPARTMENT OF HUMAN RESOURCES USE *****

PSC# 4097-05/06 STAFF ANALYSIS/RECOMMENDATION: Approved April 3, 2006

City and County of San Francisco

IV. SERVICE COMMISSION ACTION:

DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:
Vendor must have access to a State of California Knox-Keene insurance product, a State of California approved Medical marketing plan, a community outreach and enrollment plan, a full service Bilingual Member Services Department, a Joint Commission on the Accreditation of Health Organizations-approved acute care hospital with trauma services part of its network, all of which have to have the ability to meet HIPAA Privacy Act requirements. Vendor also has to have access to a comprehensive, integrated medical system, which includes primary care, hospitalization, complete specialty care (or access to the twenty-nine specialties required by the State of California), mental health, dental care and vision care, as well as access to out-of-area providers, urgent care, a pharmacy network, health education and preventive care programs.

B. Which, if any, civil service class normally performs this work?
None. This is a health insurance service.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:
Yes, the contractor has a license to issue an insurance plan.

WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:
This is a health insurance service, and a new legal entity was created to issue health insurance to minimize liability and exposure to the City.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.
No, see 4.A above.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

A. Will the contractor directly supervise City and County employees?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>

B. Will the contractor train City and County employees?

- Describe the training and indicate approximate number of hours.
- Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate numbers to be trained.

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

C. Are there legal mandates requiring the use of contractual services?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

D. Are there federal or state grant requirements regarding the use of contractual services?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

E. Has a board or commission determined that contracting is the most effective way to provide this service?

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? San Francisco Community Health Authority

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:

Galen W.M. Leung
Signature of Departmental Personal Services Contract Coordinator

Galen W.M. Leung
Print or Type Name

(415) 554-2609
Telephone Number

101 Grove Street, Room 307
San Francisco, CA 94102
Address

4097-05/08
Mod 1



CIVIL SERVICE COMMISSION CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

June 4, 2008

NOTICE OF CIVIL SERVICE COMMISSION ACTION

DONALD A. CASPER
PRESIDENT

MORGAN R. GORRONO
VICE PRESIDENT

ALICIA D. BECERRIL
COMMISSIONER

MARY Y. JUNG
COMMISSIONER

YU-YEE WU
COMMISSIONER

ANITA SANCHEZ
EXECUTIVE OFFICER

SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACT NUMBERS 4160-07/08 THROUGH 4172-07/08; 4141-06/07; 4095-03/04; 4101-07/08; 4062-04/05; 4046-04/05; 4097-05/06; 2000-07/08; AND 2000-03/04.

At its meeting of June 2, 2008 the Civil Service Commission had for its consideration the above matter.

PLEASE NOTE: It is important that a copy of this action be kept in the department files as you will need it in the future as proof of Civil Service Commission approval.

- It was the decision of the Commission to:
- (1) Postpone PSC #4160-07/08 to the meeting of June 16, 2008 by mutual agreement of the Department of Children, Youth and Their Families and SEIU Local 1021.
 - (2) Postpone PSC #4162-07/08 to the meeting of June 16, 2008 at the request of the Municipal Transportation Agency.
 - (3) Postpone PSC #4101-07/08, PSC #4172-07/08 and PSC #2000-03/04 to the meeting of June 16, 2008.
 - (4) Adopt the Human Resources Director's report on PSC #4165-07/08 and PSC #4166-07/08 as amended. Notify the offices of the Controller and the Purchaser.
 - (5) Adopt the Human Resources Director's report on all remaining contracts. Notify the offices of the Controller and the Purchaser.

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

CIVIL SERVICE COMMISSION

ANITA SANCHEZ
Executive Officer

Attachment

- c:
- Parveen Boparai, Municipal Transportation Agency
 - Rachel Buerkle, Department of the Environment
 - Micki Callahan, Human Resources Director
 - Connie Chang, Public Utilities Commission
 - Gordon Choy, Department of Public Works
 - Jacque Hale, Department of Public Health
 - Shamica Jackson, Public Utilities Commission
 - Jennifer Johnston, Department of Human Resources
 - Galen Leung, San Francisco International Airport
 - Artina Lim, Department of Children, Youth & Their Families
 - Joan Lubamersky, Administrative Services
 - Sheila Maxwell, Department of Telecommunications and Information Services
 - Jonathan Nelly, Department of Human Resources
 - Mary Ng, Department of Human Resources
 - Commission File

POSTING FOR
June 02, 2008

RECOMMENDED APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACTS
MODIFICATION TO INCREASE CONTRACT AMOUNT/DURATION

PSC No.	DeptNo	DeptName	Approval Type	Increase Amount	New Amount	Description of work	Duration
4141-06/07	22	Environment	Modification	\$0.00	\$0.00	Will provide conversions of hybrid electric vehicle to plug-in hybrid electric vehicle with advanced lithium batteries. This is highly specialized work done by only a few companies that are developing the technology.	31-Mar-10
4095-03/04	27	Airport Commission	Modification	\$3,300,000.00	\$8,800,000.00	Will implement various security systems and facilities for which integration and operational support are required.	30-Jun-10
4101-07/08	75	Telecom & Information Services	Modification	\$2,109,912.00	\$4,709,912.00	Will provide system software and special technical support services for the City's mainframe.	30-Nov-10
4062-04/05	81	Department of Public Health	Modification	\$1,000,000.00	\$5,100,000.00	Will provide programmatic and information systems support to various programs and related consulting/training.	30-Jun-15
4046-04/05	82	Department of Public Health	Modification	\$2,700,000.00	\$5,400,000.00	Will provide labor, materials, and equipment necessary to package and remove hazardous wastes on an intermittent and as-needed basis from City work sites, and to transport those wastes to permitted disposal facilities.	30-Dec-14
4097-05/06	82	Department of Public Health	Modification	\$10,000,000.00	\$20,000,000.00	Will provide health insurance to children, the families they come from, and young adults ineligible for other publicly funded health insurance programs and enroll them in the San Francisco Healthy Kids insurance program.	30-Jun-09
2000-07/08	82	Public Health and CHN	Modification	\$700,000.00	\$1,600,000.00	Will provide fiscal and programmatic services for a variety of intermittent and as-needed community health, planning, support and service projects.	30-Jun-13
2000-03/04	82	Department of Public Health	Modification	\$75,125,000.00	\$127,000,000.00	Will provide supportive housing services, including property management services for chronically homeless adults in San Francisco.	30-Jun-12

51a

PERSONAL SERVICES CONTRACT SUMMARY

DATE: May 5, 2008

DEPARTMENT NAME: DEPARTMENT OF PUBLIC HEALTH DEPARTMENT NUMBER: 82

TYPE OF APPROVAL: [] EXPEDITED [X] REGULAR (OMIT POSTING []) [] CONTINUING [] ANNUAL

TYPE OF REQUEST: [] INITIAL REQUEST [X] MODIFICATION (PSC # 4097-05/06)

TYPE OF SERVICE: Health Insurance Program for City & County Children and Young Adults Not Eligible For Currently Available Publicly Funded Health Insurance Programs

FUNDING SOURCE: Community Health Network General Funds and Proposition 10 Funds
PSC AMOUNT: \$10,000,000 ORIGINAL PSC DURATION: 07/01/2006 - 06/30/2008
MODIFICATION NO: 1 \$10,000,000 ADDITIONAL TERM: 07/01/2008 - 06/30/2009
NEW PSC AMOUNT: \$20,000,000 NEW PSC DURATION: 07/01/2006 - 06/30/2009

1. DESCRIPTION OF WORK

A. Concise description of proposed work: Provision of health, dental and vision insurance through a publicly funded health insurance program to children and young adults who live in the City and County of San Francisco, whose family income is under 300% of the Federal Poverty Level (FPL), and who do not qualify for Medi-Cal or Healthy Families. The goal of the program is to provide health insurance to children ineligible for other publicly funded health insurance programs and enroll them in the San Francisco Healthy Kids Program. An additional goal of the program is to enroll and retain as many San Francisco children as possible in the Medi-Cal or Healthy Families insurance programs. As of April 2008 the program had 7,302 of the target population enrolled.

B. Explain why this service is necessary and the consequence of denial: In 1998 the voters of San Francisco passed Proposition J, which made it a City policy priority to provide all San Francisco residents with health coverage. Since then the City has worked incrementally to provide residents with coverage. In 2001 the San Francisco Health Commission passed a resolution calling for the provision of health insurance to San Francisco children ineligible for existing publicly funded programs and were part of families under 300% of the FPL. None of 4,885 children age 0 through 18 is eligible for Medi-Cal, Healthy Families, or any other publicly funded insurance programs. If not Healthy Kids, they would be uninsured. As a result of the Healthy Kids program, San Francisco has more than 99% coverage for children according to UCLA's California Health Interview Survey, making us the first county in the US to achieve universal coverage for children. Denial would prevent the City from fulfilling the goals of the Mayor's Office, Proposition J and the Health Commission's resolution.

C. Explain how this service has been provided in the past (if this service was previously approved by the Civil Service Commission, indicate most recent personal services contract approval number): These services were previously approved under: PSC# 4097-05/06. This modification increases the requested amount and duration.

D. Will the contract(s) be renewed? Yes, because services are for an insurance program.

2. UNION NOTIFICATION: Copy of this summary is to be sent to employee organizations as appropriate (refer to instructions for specific procedure):

[] Union Name: Jacquie Hale Signature of person mailing/faxing form Date: MAY 05 2008
[] Union Name: Signature of person mailing/faxing form Date:
RFP sent to Union Name, on Date Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4097-05/06
STAFF ANALYSIS/RECOMMENDATION:
CIVIL SERVICE COMMISSION ACTION: APPROVED 6/2/08

3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE

A. Specify required skills and/or expertise:

Vendor must have access to a State of California Knox-Keene insurance product, a State of California approved Medi-Cal marketing plan, a community outreach and enrollment plan, a full service Bilingual Member Services Department and a Joint Commission on the Accreditation of Health Organizations-approved acute care hospital with trauma services as part of its network, all of which have to have the ability to meet HIPAA Privacy Act requirements. Vendor also has to have access to a comprehensive, integrated medical system, which includes primary care, hospitalization, complete specialty care (or access to the twenty-nine specialties required by the State of California), mental health, dental care and vision care, as well as access to out-of-area providers, urgent care, a pharmacy network, health education and preventive care programs.

B. Which, if any, civil service class normally performs this work?

None. This is a health insurance service.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:
Yes, the contractor has a license to issue an insurance plan.

4. WHY CLASSIFIED CIVIL SERVICE CANNOT PERFORM

A. Explain why civil service classes are not applicable:

This is a health insurance service, and a new legal entity was created to issue health insurance to minimize liability and exposure to the City.

B. Would it be practical to adopt a new civil service class to perform this work? Explain.

No, see 4.A above.

5. ADDITIONAL INFORMATION (if "yes," attach explanation)

A. Will the contractor directly supervise City and County employees?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

B. Will the contractor train City and County employees?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

- Describe the training and indicate approximate number of hours.
- Indicate occupational type of City and County employees to receive training (i.e., clerks, civil engineers, etc.) and approximate numbers to be trained.

C. Are there legal mandates requiring the use of contractual services?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

D. Are there federal or state grant requirements regarding the use of contractual services?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

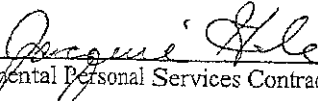
E. Has a board or commission determined that contracting is the most effective way to provide this service?

<input type="checkbox"/>	<input checked="" type="checkbox"/>
--------------------------	-------------------------------------

F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? San Francisco Community Health Authority

<input checked="" type="checkbox"/>	<input type="checkbox"/>
-------------------------------------	--------------------------

THE ABOVE INFORMATION IS SUBMITTED AS COMPLETE AND ACCURATE ON BEHALF OF THE DEPARTMENT HEAD:



Signature of Departmental Personal Services Contract Coordinator

99 Jacquie Hale (415) 554-2609

Print or Type Name Telephone Number

101 Grove Street, Room 307
San Francisco, CA 94102

Address