Date: October 21, 2013

To: The Honorable Civil Service Commission

Through: Micki Callahan  
Human Resources Director

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:

<table>
<thead>
<tr>
<th>Total of this Report</th>
<th>YTD Expedited Approvals FY 2013-2014</th>
<th>Total for FY 2013-2014</th>
</tr>
</thead>
<tbody>
<tr>
<td>$28,884,000</td>
<td>$1,116,103</td>
<td>$30,000,103</td>
</tr>
</tbody>
</table>
### POSTING FOR
10/21/2013

**PROPOSED PERSONAL SERVICES CONTRACTS - Regular**

<table>
<thead>
<tr>
<th>PSC No</th>
<th>Dept No.</th>
<th>Dept Name</th>
<th>Approval Type</th>
<th>Contract Amount</th>
<th>Description of Work</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>4028-13/14</td>
<td>08</td>
<td>Treasurer/Tax Collector</td>
<td>Regular</td>
<td>$750,000</td>
<td>The Office of the Treasurer &amp; 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.</td>
<td>10/1/2013 - 9/30/2018</td>
</tr>
<tr>
<td>4029-13/14</td>
<td>68</td>
<td>Municipal Transportation Agency</td>
<td>Regular</td>
<td>$275,000</td>
<td>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.</td>
<td>1/1/2014 - 7/30/2016</td>
</tr>
<tr>
<td>4030-13/14</td>
<td>68</td>
<td>Municipal Transportation Agency</td>
<td>Regular</td>
<td>$499,000</td>
<td>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.</td>
<td>1/1/2014 - 2/31/2014</td>
</tr>
<tr>
<td>4031-13/14</td>
<td>68</td>
<td>Municipal Transportation Agency</td>
<td>Regular</td>
<td>$12,000,000</td>
<td>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.</td>
<td>3/1/2014 - 2/28/2017</td>
</tr>
<tr>
<td>4032-13/14</td>
<td>38</td>
<td>Police</td>
<td>Regular</td>
<td>$360,000</td>
<td>Managed Services for HP Printers &amp; Plotter fleet at all locations of SFPD. Attend Service Calls within 4 business hours. Monitor and provide 99% up-time of Printers. Carry Printer, Printers Parts &amp; supplies to replace onsite for break-fix issues. Supplies, such as Toner to be replaced within 4 business hours at HOI and drop-shipped to all other remote locations. Waste toner should be sent over to recycling plants at service providers expense.</td>
<td>10/4/2013 - 9/30/2015</td>
</tr>
</tbody>
</table>

**Total Amount - Regular:** $13,884,000
## PROPOSED PERSONAL SERVICES CONTRACTS
### MODIFICATION TO INCREASE CONTRACT AMOUNT/DURATION

<table>
<thead>
<tr>
<th>PSC No</th>
<th>DeptNo</th>
<th>Dept Description</th>
<th>Approval Type</th>
<th>Modified Amount</th>
<th>Cumulative Total</th>
<th>Description of Work</th>
<th>Start Date - End Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>4112-08/09</td>
<td>82</td>
<td>Public Health</td>
<td>Regular</td>
<td>$15,000,000</td>
<td>$37,000,000</td>
<td>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.</td>
<td>7/1/2009 - 6/30/2015</td>
</tr>
</tbody>
</table>

**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>
<thead>
<tr>
<th>Regular PSCs</th>
<th>Department</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>4028-13/14</td>
<td>Treasurer &amp; Tax Collector</td>
<td>1</td>
</tr>
<tr>
<td>4029-13/14</td>
<td>Municipal Transportation Agency</td>
<td>10</td>
</tr>
<tr>
<td>4030-13/14</td>
<td>Municipal Transportation Agency</td>
<td>12</td>
</tr>
<tr>
<td>4031-13/14</td>
<td>Municipal Transportation Agency</td>
<td>17</td>
</tr>
<tr>
<td>4032-13/14</td>
<td>Police</td>
<td>20</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Modification PSCs</th>
<th>Department</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>4113-08/09</td>
<td>Public Health</td>
<td>27</td>
</tr>
</tbody>
</table>
Regular/Continuing/Annual
Personal Services Contracts
PERSONAL SERVICES CONTRACT SUMMARY

DATE: August 19, 2013

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

TYPE OF APPROVAL: ☑ REGULAR (OMIT POSTING _________ )

☑ INITIAL REQUEST ☐ MODIFICATION (PSC# _________ )

TYPE OF REQUEST: 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

   Union Name __________________ Signature of person mailing/faxing form __________________ Date

   RFP sent to __________________ , on __________________ __________________ Signature

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

PSC# 4028-13
STAFF ANALYSIS/RECOMMENDATION: Approved WW 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  X

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

   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? 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
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/dhldrupal/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@ifp21.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@ifp21.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 <peovington@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
IFFTE 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
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
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.
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):

[Signature]

[Date]

FOR DEPARTMENT OF HUMAN RESOURCES USE

SFMTA Approved

PSC# 4029-13/14

Approval 10/04/2013

8-26-13

STAFF ANALYSIS/RECOMMENDATION:

CIVIL SERVICE COMMISSION ACTION:

PSC FORM 1 (9/96)
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)  
   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:

[Signature]

Parveen Boparei  
Signature of Departmental/Personal Services Contract Coordinator

Parveen Boparei  415-701-5377
Print or Type Name  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)
City and County of San Francisco

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-2006-24083).

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

8/22/13

Date

RFP sent to ___________, on __________________________.

Union Name

Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

SFMTA approved

PSC# 1030-13/14

Approved 10/04/2013

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

   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.
   ( ) ( X )

   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:

[Signature]

Perven 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 Maune,
F AA Information Collection Clearance Officer, Information Systems and Technology Services Staff, ABA-20.
[PR Doc. 96-7064 Filed 6-13-06; 8:45 am]
BILLING CODE 4910-12-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: Sherry Portee, Attorney Advisor, Office of the Chief Counsel, (202) 366-4011 (telephone) and (202) 366-2809 (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, S.W., 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) 512-1001. Internet users may also reach the Office of the Federal Register's home page at: http://www.access.gpo.gov/sfdex and the Government Printing Office's Web page at: http://www.gpoaccess.gov/fs/index.html.

2. Background


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 TCA-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 implement 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: 6.
- 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
that propose to undertake a study may wish to consider joint studies within
their local 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
advantaged 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.

Date: August 15, 2006.

Sandra K. Bushue,
Deputy Administrator.

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

DEPARTMENT OF TRANSPORTATION
National Highway Traffic Safety Administration

[Docket No. NHTSA 2006-04928; 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 SS.5(f) of 49
CFR 571.109, Federal Motor Vehicle
Safety Standard (FMVSS) No. 130, “New pneumatic radial tires for light
vehicles.” Pursuant to 49 U.S.C.
30118(d) and 30120(b), 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 236/56R17 90H Conti Pro
Contact replacement tires manufactured
during 2004 and 2005. SS.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
counterfeit tires are marked on the
sidewall “Tread Plys 1 Rayon + 2 Steel
+ 2 Nylon” whereas the correct marking
should be “Tread Plys 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 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
nonconformity is not expected to
affect the safety, performance and durability
of the tire; the tires were built as
designed.

The Transportation Recall,
Enhancement, Accountability, and
Documentation (TRERAD) Act (Pub. L.
100-529) § 303 and (Pub. L. 104-144) 303 and
(Pub. L. 104-144) required, among other things,
that the agency initiate rulemaking to
improve tire labeling. 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
TRERAD Act, to examine consumer
perceptions and understanding of tire
labeling. Few of the focus group
participants had knowledge of tire
details 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

0016
Union Notification(s)

- Local 21
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):
   IFPTE Local 21
   Union Name
   Signature of person mailing / faxing form
   Date

   Electricians Local 6
   Union Name
   Signature of person mailing / faxing form
   Date

   RFP sent to ___________________, on _______________.

   UNION NAME ____________________
   SIGNATURE ____________________

   FOR DEPARTMENT OF HUMAN RESOURCES USE
   PSC# 4031-13/14
   SFMTA Approved 8-21-13
   Approved 10/04/2013

   STAFF ANALYSIS/RECOMMENDATION:
   CIVIL SERVICE COMMISSION ACTION:

   PSC FORM 1 (9/96)
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?
   - 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. ( ) (X)
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:

__________________________________________
Signature of Departmental Personal Services Contract Coordinator
Parveen Boparai

__________________________________________
Print or Type Name
Parveen Boparai

__________________________________________
Telephone Number
415-701-5377

San Francisco Municipal Transportation Agency, Human Resources

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

17a
Union Notification(s)
- Local 21
- Local 6
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)
City and County of San Francisco

Department of Human Resources

PERSONAL SERVICES CONTRACT SUMMARY

DATE: 6/19/2013

DEPARTMENT NAME: Police (SFPD)

DEPARTMENT NUMBER: 38

TYPE OF APPROVAL: ☒ EXPEDITED ☐ CONTINUING ☒ REGULAR (OMIT POSTING _________)

TYPE OF REQUEST: ☒ INITIAL REQUEST ☐ MODIFICATION (PSC# _________)

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

FUNDING SOURCE: General Funds

PSC AMOUNT: $360,000 (160,000 USD/year)


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

RFP sent to ____________________, on ________________ by ____________________

Date

Signature

******************************************************************************

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4032-12

STAFF ANALYSIS/RECOMMENDATION: Approved 10/04/2013

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 & it is 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)
   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.
      - 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? ☒ Yes ☐ No
   D. Are there federal or state grant requirements regarding the use of contractual services? ☒ Yes ☐ No
   E. Has a board or commission determined that contracting is the most effective way to provide this service? ☐ Yes ☒ No
   F. Will the proposed work be completed by a contractor that has a current personal services contract with your department? ☒ Yes ☐ No

**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
Print or Type Name

__________________________
415-734-3254
Telephone Number

__________________________
Hall of Justice, 850 Bryant St.,
S.F., CA. 94103
Address

PSC FORM 1 (9/96)
Union Notification(s)
  ♦ Local 1021
  ♦ Local 21
**Communication Result Report (Oct. 2, 2013 7:03AM)**

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

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<th>Mode</th>
<th>Destination</th>
<th>Pg(s)</th>
<th>Result</th>
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<td>914154316241</td>
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</tbody>
</table>

Reason for error:
- E.1) Renumber or line fail
- E.2) Busy
- E.3) No facsimile connection

City and County of San Francisco  
Department of Human Resources

PERSONAL SERVICES CONTRACT SUMMARY

<table>
<thead>
<tr>
<th>DATE: 4/12/2013</th>
</tr>
</thead>
</table>

**DEPARTMENT NAME:** Police

**DEPARTMENT NUMBER:** 88

**TYPE OF REQUST:** [ ] INITIAL [ ] MODIFICATION (ROP)

**TYPE OF SERVICE:** [ ] Network, Printer request & trouble shooting supplied

**ORDERS SOURCE:** General Funds

**FISCAL FOOTING:** [ ] NO FISCAL ENVIRONMENT [ ] FISCALIZATION [ ] FISCAL

1. **RECOMMENDATION OF MEAS:**

   A. [ ] Close description of proposed work:

   Managed Services for 567 Police & District Supervisors 4 Panasonic Learn. Monitor and possible 100k up-front of finishers. Copy Printer, Polite Parks & supplies to receive access for future

   B. [ ] Close description of proposed work:

   Polite Parks, copies & supplies to receive access for future

   C. [ ] Close description of proposed work:

   Polite Parks, copies & supplies to receive access for future

   D. [ ] Close description of proposed work:

   Polite Parks, copies & supplies to receive access for future

2. **DOCUMENTATION:** Copy of this summary is to be sent to employee union or appropriate (refer to instructions for signature processing).

   Local 908

   Union Name

   Signature of person authorizing form

   Date

   Local 908

   Union Name

   Signature of person authorizing form

   Date

   Local 908

   Union Name

   Signature of person authorizing form

   Date

   Local 908

   Union Name

   Signature of person authorizing form

   Date

   **LOCAL 908 CIVIL SERVICE COMMISSION ACTION:**

   PSC W

   STAFF ANALYST/RECOMMENDATION:

   CIVIL SERVICE COMMISSION ACTION:

   Form 1 (66)

   2/10
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.
Office Joseph M. Valdez #4228
San Francisco Police Department
Hall of Justice, 850 Bryant St., S.F., CA 94103
415-734-3251~ Office, 415-734-3254~ Fax
E-MAIL:Joe.Valdez@sfgov.org
Modification

Personal Services Contracts
PERSONAL SERVICES CONTRACT SUMMARY

DATE: ____________________________

DEPARTMENT NAME: Public Health

DEPARTMENT NUMBER: 81

TYPE OF APPROVAL: ☑ REGULAR (OMIT POSTING ________ )

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: 07/01/2009-09/30/2010 (CSC)

Modification Amount: $ 0 PSC Duration: 07/01/2010-09/30/2012 (CSC)

Modification Amount: $ 0 PSC Duration: 07/01/2012-12/31/2013 (DHR)

Modification Amount: $15,000,000 PSC Duration: 01/01/2013-09/30/2015 (CSC)

Total Amount: $37,000,000 Total PSC Duration: 07/01/2009-09/30/2015

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 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):

   IFPTE Local 21; SEIU Local 1021
   Signature of person mailing/faxing form
   Date
   Signature
   Date

   IFPTE Local 21; SEIU Local 1021
   Signature of person mailing/faxing form
   Date
   Judith Matranga
   Signature
   Date

******************************************************************************************************************************************************

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 4113-08/09

STAFF ANALYSIS/RECOMMENDATION: Approved 10/04/2013

CIVIL SERVICE COMMISSION ACTION:

0027

PSC FORM 1 (9/96)
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 preventive 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 4A above.*

5. **ADDITIONAL INFORMATION** (if "yes," attach explanation)
   A. Will the contractor directly supervise City and County employees?  
   [ ] Yes  [x] No
   B. Will the contractor train City and County employees?
   - [ ] Yes  [x] No
   - [x] 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?  
   [ ] Yes  [x] No
   D. Are there federal or state grant requirements regarding the use of contractual services?  
   [ ] Yes  [x] No
   E. Has a board or commission determined that contracting is the most effective way to provide this service?  
   [ ] Yes  [x] No
   F. Will the proposed work be completed by a contractor that has a current personal services contract with your department?  
   [x] Yes  [ ] No

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

[Signature]
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

PSC FORM 1 (9/96)
Union Notification(s)
♦ Local 21
♦ Local 1021
Union Notification of PSC Summary to DHR

Jacquie Hale

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

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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, lnh03b01/SFGOV, lnh03b01/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: l21pscreview@ifpte.org

has the following delivery status:

Your message was successfully relayed by dphub02.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.

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Routing path

SFmail02/SFGOV, lnh03b01/SFGOV, lnh03b01/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: patti.tamura@sei1021.org

has the following delivery status:

Your message was successfully relayed by dphub02.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.

Routing path

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

To: mj21pscreview@ipfte.org, sjenkins@ipfte21.org, patti.tamura@sei1021.org, ed.warshauer@sei1021.org, brook.demmerle@sei1021.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@sei1021.org

has the following delivery status:

Your message was successfully relayed by dphub02.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.

Routing path

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

0032
To: I21pscreview@lftpne.org, sjenkins@lftpne21.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 dpinhub02.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, lnh03b01/SFGOV, lnh03b01/SFGOV, SFmail02/SFGOV

---

To: I21pscreview@lftpne.org, sjenkins@lftpne21.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: <ij1pscreview@lfpte.org>, <sjenkins@lfpte21.org>, <pattie.tamura@seiu1021.org>,
    <ed.warshauer@seiu1021.org>, <brooke.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

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(See attached file: PSC DPH State Healthy Kids insurance.pdf)
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
NOTICE OF CIVIL SERVICE COMMISSION ACTION

March 5, 2009

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: Parween Bopani, Municipal Transportation Agency
Micki Calihan, Human Resources Director
Gordon Chey, Department of Public Works
Kahala Drain, Children & Families Commission
Jacqui Hale, Department of Public Health
Lavene Holmes-Williams, San Francisco Port
Shanica 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 Lahamansky, Administrative Services
Christine Martin, Department of Technology
Mary Ng, Department of Human Resources
Brigette Rockett, Department of Human Resources
Ben Rosenfield, Controller
Commission File
Chron
**Posting for**
March 02, 2009

**Recommended Approval of Proposed Personal Services Contracts**

<table>
<thead>
<tr>
<th>PSC No.</th>
<th>DeptNo</th>
<th>DeptName</th>
<th>Approval Type</th>
<th>Contract Amount</th>
<th>Description of Work</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>4110-05/08</td>
<td>77</td>
<td>Department of Emergency Management</td>
<td>Regular</td>
<td>$5,050,000.00</td>
<td>Will develop four regional-wide plans and assist Bay Area counties and cities with developing local plans for responding to a major catastrophic event.</td>
<td>31-May-11</td>
</tr>
<tr>
<td>4111-05/08</td>
<td>77</td>
<td>Department of Emergency Management</td>
<td>Regular</td>
<td>$1,945,000.00</td>
<td>Will provide assistance to Bay Area counties and cities with developing plans for managing the deployment of volunteers after a major catastrophic event.</td>
<td>31-May-10</td>
</tr>
<tr>
<td>4112-05/08</td>
<td>77</td>
<td>Department of Emergency Management</td>
<td>Regular</td>
<td>$1,568,000.00</td>
<td>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.</td>
<td>31-May-10</td>
</tr>
<tr>
<td>4113-05/08</td>
<td>82</td>
<td>Department of Public Health</td>
<td>Regular</td>
<td>$22,000,000.00</td>
<td>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.</td>
<td>30-Jun-10</td>
</tr>
</tbody>
</table>
PERSONAL SERVICES CONTRACT SUMMARY

DATE: January 30, 2009
DEPARTMENT NAME: DEPARTMENT OF PUBLIC HEALTH
DEPARTMENT NUMBER: 82
TYPE OF APPROVAL: [X] EXPEDITED [ ] 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: $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 4,685 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 90% 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# 4067-05/06.

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

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

   XXX
   IPTE, Local 21
   Union Name

   XXX
  セットル, ローカル 1021
   Union Name

   Jacquie Hale
   Signature of person mailing/faxing form

   FEB 05 2009
   Date

   [ ]
   Union Name

   Signature of person mailing/faxing form

   Date

   RFP sent to
   on

   [ ]
   Union Name

   Date

   Signature

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

PSC# 4113-08/09
STAFF ANALYSIS/RECOMMENDATION: Approved
CIVIL SERVICE COMMISSION ACTION: March 2, 2009

CHRM/HRD/CONTRACT456/FORM.DOC
PSC FORM 1 (9/96)
3. DESCRIPTION OF REQUIRED SKILLS/EXPERTISE
   A. Specify required skills and/or expertise:
      Vendor must have access to a State of California Know-Kearne 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 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)
   A. Will the contractor directly supervise City and County employees?
      Yes [X] No [ ]

   B. Will the contractor train City and County employees?
      Yes [X] No [ ]

      • Describe the 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.

   C. Are there legal mandates requiring the use of contractual services?
      Yes [X] No [ ]

   D. Are there federal or state grant requirements regarding the use of contractual services?
      Yes [X] No [ ]

   E. Has a board or commission determined that contracting is the most effective way to provide this service?
      Yes [X] No [ ]

   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.

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

Signature of Departmental Personal Services Contract Coordinator

Jacque Hale

Print or Type Name

554-2609

Telephone Number

101 Grove St., Rm. 307

San Francisco, CA 94102

Address

PS Form 7 REV 0064

0041
June 18, 2009

NOTICE OF CIVIL SERVICE COMMISSION ACTION

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.

At its meeting of June 15, 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. Please share it with everyone responsible for follow-up.

It was the decision of the Commission to:

(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 (313).
(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

[Signature]

ANITA SANCHEZ
Executive Officer

Attachment

c: Cynkia Avakian, Airport Commission
    Jasanta Bushong, San Francisco Fire Department
    Micki Callahan, Human Resource Director
    Gordon Choy, Department of Public Works
    Maureen Gannon, Sheriff Department
    Jacqueline Haas, Department of Public Health
    Ken Huu, Arts Commission
    Shandica Jackson, Public Utilities Commission
    Jennifer Johnston, Department of Human Resources
    Naomi Kelly, Office of Contract Administration
    Florence Kyann, Public Utilities Commission
    William Lee, Department of Emergency Management
    Esther Reyes, Controller
    Brigette Rockett, Department of Human Resources
    Ben Rosenfield, Controller
    Commission File
    Chret
### RECOMMENDED APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACTS
### MODIFICATION TO INCREASE CONTRACT AMOUNT/DURATION

<table>
<thead>
<tr>
<th>PSC No</th>
<th>DeptNo</th>
<th>DeptName</th>
<th>Approval Type</th>
<th>Increase Amount</th>
<th>New Amount</th>
<th>Description of Work</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>4073-0504</td>
<td>9</td>
<td>Controller</td>
<td>Modification</td>
<td>$3,000,000.00</td>
<td>$7,000,000.00</td>
<td>Will perform specialized audit, analytical and technical assistance consulting and</td>
<td>30-Jun-10</td>
</tr>
<tr>
<td></td>
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<td>training services to maximize the effectiveness of the Controller's Office City</td>
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<td>Services Auditor function.</td>
<td></td>
</tr>
<tr>
<td>4123-0506</td>
<td>33</td>
<td>Department of Human</td>
<td>Modification</td>
<td>$133,000.00</td>
<td>$333,000.00</td>
<td>Will provide comprehensive unemployment insurance claims administration services,</td>
<td>30-Jun-11</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Resources</td>
<td></td>
<td></td>
<td></td>
<td>including unemployment claims processing, claims appeals, representation at</td>
<td></td>
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<td></td>
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<td>Unemployment Insurance Appeals Hearings, audits of billing statements, and records</td>
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<td></td>
<td></td>
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<td>maintenance.</td>
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</tr>
<tr>
<td>4038-0203</td>
<td>40</td>
<td>San Francisco Public</td>
<td>Modification</td>
<td>$10,000,000.00</td>
<td>$24,000,000.00</td>
<td>alternatives to repair the existing Caleveras Dam, or replace the dam with a new</td>
<td>11-Sep-16</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Utilities Commission</td>
<td></td>
<td></td>
<td></td>
<td>dam of equal or enlarged storage capacity. Provide additional design, environmental</td>
<td></td>
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<td></td>
<td></td>
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<td>and permitting services.</td>
<td></td>
</tr>
<tr>
<td>4113-0509</td>
<td>82</td>
<td>Department of Public</td>
<td>Modification</td>
<td>$0.00</td>
<td>$22,000,000.00</td>
<td>Will provide health, dental and vision insurance program to children and young</td>
<td>30-Jun-12</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Health</td>
<td></td>
<td></td>
<td></td>
<td>adults who live in the City and County of San Francisco. Modification to extend PSC</td>
<td></td>
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<td></td>
<td></td>
<td>duration.</td>
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</tr>
</tbody>
</table>
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 □)
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

1. DESCRIPTION OF WORK
   A. Concise description of proposed work:
   This modification is to correct the end date of the PSC originally approved on 3/2/2006. 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 of Healthy Families Insurance programs. As of April 2006 the program had 7,302 of the target
   B. Explain why this service is necessary and the consequence of denial:
   In 1996 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 15 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 90% 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# 4113-06/09 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):

   □ Local 21 and Local 1021
   Union Name
   Signature of person mailing/faxing form
   Jacquey Hale
   APR 24 2009
   Date

   □ RFP sent to 21 and 1021
   Union Name
   Signature of person mailing/faxing form
   Date
   Judith Martenga
   Signature

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC#: 4113-08/09
STAFF ANALYSIS/RECOMMENDATION:
CIVIL SERVICE COMMISSION ACTION: JUN 15 2009

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) 
   Yes No

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

   B. Will the contractor train City and County employees?
      [ ] [x]
      • 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?
      [ ] [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? San Francisco Community Health Authority
      [x] [ ]

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

[Signature]

Jacque Hale
(415) 554-2809
101 Grove Street, Room 307
San Francisco, CA 94102

Print or Type Name
Telephone Number
Address
MEMORANDUM

DATE: June 20, 2012

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

FROM: Jacquele Hake, PSC Coordinator
    Department of Public Health (Dept. 82)

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

<table>
<thead>
<tr>
<th>PSC No 4113-08/09</th>
<th>Approval Date: June 18, 2009</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Original Approved Amount:</th>
<th>$22,000,000.00</th>
<th>Original Approved Duration:</th>
<th>7/01/09-06/30/10</th>
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<tbody>
<tr>
<td>1st Modification Amount:</td>
<td>$0</td>
<td>1st Modification of Duration:</td>
<td>07/01/10-05/30/12</td>
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<td>2nd Modification Amount:</td>
<td>$0</td>
<td>2nd Modification of Duration:</td>
<td>07/1/12-12/31/13</td>
</tr>
<tr>
<td>Total Amount, as Modified:</td>
<td>$22,000,000.00</td>
<td>Total Duration, as Modified:</td>
<td>07/01/09-12/31/13</td>
</tr>
</tbody>
</table>

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 #: 7264

FOR DEPARTMENT OF HUMAN RESOURCES USE:

DHR ACTION: ☑ Approve

Approval Date: 6/20/12

By: 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-sensitive 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
April 4, 2006

NOTICE OF CIVIL SERVICE COMMISSION ACTION

SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACT NUMBERS 4695-05/06 THROUGH 4100-05/06.

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

It was the decision of the Commission to adopt the Human Resources Director's report. 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

[Signature]
KATE FAVETTI
Executive Officer

Attachment

c: Parveen Boparai, Municipal Transportation Agency
Gordon Choy, Department of Public Works
Richard Ejima, 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 Rossaen, Department of Telecommunications & Info Services
Commission File
Chron
# RECOMMENDED APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACTS

**Posting For**

April 3, 2006

<table>
<thead>
<tr>
<th>PSC No.</th>
<th>Dept.</th>
<th>DeptName</th>
<th>Approval Type</th>
<th>Contract Amount</th>
<th>Description of work</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>4095-05/06</td>
<td>90</td>
<td>Public Works</td>
<td>Regular</td>
<td>$106,015.00</td>
<td>Will provide historic preservation consulting services to redevelop the Old Mint Building as mandated by the Programmatic Agreement; (&quot;PA&quot;), Stipulation C.2.</td>
<td>19-Mar-08</td>
</tr>
<tr>
<td>4096-05/06</td>
<td>81</td>
<td>Public Health</td>
<td>Regular</td>
<td>$560,000.00</td>
<td>Will provide intermittent, as-needed, on-call, mobile blood filtration (therapeutic apheresis) services.</td>
<td>30-Jun-10</td>
</tr>
<tr>
<td>4097-05/06</td>
<td>82</td>
<td>Public Health - Community Health Network</td>
<td>Regular</td>
<td>$10,000,000.00</td>
<td>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.</td>
<td>30-Jun-06</td>
</tr>
<tr>
<td>4098-05/06</td>
<td>75</td>
<td>Telecommunications &amp; Information Services</td>
<td>Regular</td>
<td>$1,500,000.00</td>
<td>Will administer a technical training program and provide training in personal computer software and other information technologies used in City government.</td>
<td>31-Dec-09</td>
</tr>
<tr>
<td>4099-05/06</td>
<td>48</td>
<td>Commission on the Status of Woman</td>
<td>Regular</td>
<td>$59,900.00</td>
<td>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.</td>
<td>31-Dec-06</td>
</tr>
<tr>
<td>4100-05/06</td>
<td>35</td>
<td>Municipal Transportation Agency</td>
<td>Regular</td>
<td>$99,990.00</td>
<td>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 &amp; contractors in compliance w/ DOT/FTA regulations.</td>
<td>30-Jun-09</td>
</tr>
</tbody>
</table>
PERSONAL SERVICES CONTRACT SUMMARY

DATE: 03/01/2006
DEPARTMENT NAME: DEPARTMENT OF PUBLIC HEALTH
TYPE OF APPROVAL: □ EXPEDITED ◐ CONTINUING □ ANNUAL
DEPARTMENT NUMBER: 82
REGULAR (OMIT POSTING) [ ]

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: $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 5,299 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 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):

[ ]
Galen W.M. Leung

[ ]
Union Name

Signature of person mailing/faxing form

Date

[ ]
Union Name

Signature of person mailing/faxing form

Date

RFP sent to , on

Union Name

Date

Signature

**************************************************************************************************************

FOR DEPARTMENT OF HUMAN RESOURCES USE:

PSC# 4027-05/06
STAFF ANALYSIS/RECOMMENDATION: Approved April 3, 2006

0049
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 Medi
- 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
- Access to a comprehensive, integrated medical system, which includes primary care, hospitalization, complete
- Access to the twenty-nine specialties required by the State of California, mental health, dental care
- 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? 
   This is a health insurance service.

C. Will contractor provide facilities and/or equipment not currently possessed by the City? If yes, explain:
   Yes  No
   Yes, the contractor has a license to issue health 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
   No

B. Will the contractor train City and County employees?  Yes  No
   No
   - 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?  Yes  No
   No

D. Are there federal or state grant requirements regarding the use of contractual services?  Yes  No
   No

E. Has a board or commission determined that contracting is the most effective way to provide this service?  Yes  No
   No

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  Yes  No

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

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
CIVIL SERVICE COMMISSION
CITY AND COUNTY OF SAN FRANCISCO

GAVIN NEWSOM
MAYOR

June 4, 2008

NOTICE OF CIVIL SERVICE COMMISSION ACTION

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 Boparsi, Municipal Transportation Agency
Rachel Buerkle, Department of the Environment
Mike Callahan, Human Resources Director
Connie Chang, Public Utilities Commission
Gordon Choy, Department of Public Works
Jacques Haie, Department of Public Health
Eleanor Jackson, Public Utilities Commission
Jennifer Johnston, Department of Human Resources
Galen Leung, San Francisco International Airport
Artina Lim, Department of Children, Youth & Their Families
Jose Lobanosky, Administrative Services
Shelia 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**

<table>
<thead>
<tr>
<th>PSC No.</th>
<th>DeptNo</th>
<th>DeptName</th>
<th>Approval Type</th>
<th>Increase Amount</th>
<th>New Amount</th>
<th>Description of work</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>4141-0607</td>
<td>22</td>
<td>Environment</td>
<td>Modification</td>
<td></td>
<td>0.00</td>
<td>Will provide conversions of hybrid electric vehicles to plug-in hybrid electric vehicles with advanced lithium batteries. This is highly specialized work done by only a few companies that are developing the technology.</td>
<td>31-Mar-10</td>
</tr>
<tr>
<td>4065-0304</td>
<td>27</td>
<td>Airport Commission</td>
<td>Modification</td>
<td>3,300,000.00</td>
<td>5,600,000.00</td>
<td>Will implement various security systems and facilities for which integration and operational support are required.</td>
<td>30-Jun-10</td>
</tr>
<tr>
<td>4101-0708</td>
<td>75</td>
<td>Telecom &amp; Information Services</td>
<td>Modification</td>
<td>2,109,912.00</td>
<td>4,709,912.00</td>
<td>Will provide system software and special technical support services for the City's mainframe.</td>
<td>30-Nov-10</td>
</tr>
<tr>
<td>4062-0405</td>
<td>81</td>
<td>Department of Public Health</td>
<td>Modification</td>
<td>1,000,000.00</td>
<td>5,100,000.00</td>
<td>Will provide programming and information systems support to various programs and related consulting/training.</td>
<td>30-Jun-15</td>
</tr>
<tr>
<td>4046-0405</td>
<td>82</td>
<td>Department of Public Health</td>
<td>Modification</td>
<td>2,700,000.00</td>
<td>5,400,000.00</td>
<td>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.</td>
<td>30-Dec-14</td>
</tr>
<tr>
<td>4057-0805</td>
<td>82</td>
<td>Department of Public Health</td>
<td>Modification</td>
<td>10,000,000.00</td>
<td>20,000,000.00</td>
<td>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.</td>
<td>30-Jun-09</td>
</tr>
<tr>
<td>2000-0708</td>
<td>62</td>
<td>Public Health and CHN</td>
<td>Modification</td>
<td></td>
<td>700,000.00</td>
<td>Will provide fixed and programmatic services for a variety of intermittent and as-needed community health, planning, support and service projects.</td>
<td>30-Jun-13</td>
</tr>
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<td>2000-0904</td>
<td>82</td>
<td>Department of Public Health</td>
<td>Modification</td>
<td>75,125,000.00</td>
<td>127,000,000.00</td>
<td>Will provide supportive housing services, including property management services for chronically homeless adults in San Francisco.</td>
<td>30-Jun-12</td>
</tr>
</tbody>
</table>
**PERSONAL SERVICES CONTRACT SUMMARY**

**DATE:** May 5, 2008  
**DEPARTMENT NAME:** DEPARTMENT OF PUBLIC HEALTH  
**TYPE OF APPROVAL:** EXPEDITED  
**DEPARTMENT NUMBER:** 82  
**TYPE OF REQUEST:** 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**

<table>
<thead>
<tr>
<th>FUNDING SOURCE:</th>
<th>Community Health Network General Funds and Proposition 10 Funds</th>
</tr>
</thead>
</table>

| PSC AMOUNT: | $10,000,000  
| MODIFICATION NO: 1 |  
| NEW PSC AMOUNT: | $20,000,000  

| ORIGINAL PSC DURATION: | 07/01/2006 – 05/30/2008  
| ADDITIONAL TERM: | 07/01/2008 – 05/30/2009  
| NEW PSC DURATION: | 07/01/2008 – 05/30/2009 |

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 6 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 90% 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: 
   - Signature of person mailing/faxing form: 
   - Date: 

   - Union Name: 
   - Signature of person mailing/faxing form: 
   - Date: 

   - RFP sent to: 
   - Union Name: 
   - Date: 
   - Signature: 

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

**PSC# 4097-05/06**

**STAFF ANALYSIS/RECOMMENDATION:** APPROVED 6/2/08

**CIVIL SERVICE COMMISSION ACTION:** 

**PSC FORM 1 (9/96)**
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 [X]
   
   B. Will the contractor train City and County employees?
      Yes [X] No [ ]
      • 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?
      Yes [X] No [ ]
   
   D. Are there federal or state grant requirements regarding the use of contractual services?
      Yes [X] No [ ]
   
   E. Has a board or commission determined that contracting is the most effective way to provide this service?
      Yes [X] No [ ]
   
   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
      Yes [X] No [ ]

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

[Signature]
Jacquie Hale
Print or Type Name

(415) 554-2609
Telephone Number

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