



**CIVIL SERVICE COMMISSION  
CITY AND COUNTY OF SAN FRANCISCO**

**LONDON N. BREED  
MAYOR**

**Amended**

**AGENDA  
Regular Meeting  
April 17, 2023**

**2:00 p.m.  
Room 400, CITY HALL  
1 Dr. Carlton B. Goodlett Place**

**This meeting will be held in person at the location listed above. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or by calling (415) 655-0001 and entering meeting id # 2590 676 4348. Instructions for providing remote public comment are below.**

**LISTEN/PUBLIC COMMENT CALL-IN**

**USA is (415) 655-0001 | Access Code: # 2590 676 4348 | followed by password # 27230  
Press # twice in order to listen to the meeting via audio conference  
Dial \*3 when you are ready to queue**

**LONDON N. BREED, MAYOR**

**COMMISSIONERS**

**JACQUELINE MINOR**

**President**

**KATE FAVETTI**

**Vice President**

**DOUGLAS CHAN**

**F.X. CROWLEY**

**ELIZABETH SALVESON**

**SANDRA ENG**

**Executive Officer**

The public is encouraged to submit comments in advance of the meeting by email at [civilservice@sfgov.org](mailto:civilservice@sfgov.org), or by voicemail message at the CSC Office main line at 628-652-1100. Comments submitted by 5:00 pm the Friday before the meeting will be included in the record. During commission meeting use the Civil Service Commission's dedicated public comment line 1-415-655-0001, Access Code # 2590 676 4348 followed by password #27230.

# Regular Meeting April 17, 2023

2:00 p.m.

## Agenda Language for In-Person or Partially In-Person Meetings

### REMOTE ACCESS PROCEDURES

**Phone Number**  
**(415) 655-0001**

**Meeting ID**  
**# 2590 676 4348**

**Password**  
**27230**

- Enter the Phone Number above followed by the meeting ID = Then press #
- Press # again to be connected to the meeting (you will hear a beep)
- When you hear the beep:
  - Stop and LISTEN to the meeting
  - Wait for Public Comment to be announced by Item #
- When the Clerk calls Public Comment, dial \*3 to be added to the speaker line.
- When you press \* 3, you will hear “*You have raised your hand to ask a question. Please wait to speak until the host calls on you*” – WAIT for your turn to speak.
- When you hear that “*your line has been unmuted*” – THIS IS YOUR OPPORTUNITY TO PROVIDE YOUR PUBLIC COMMENT

### **BEST PRACTICES**

- Call from a quiet location
- Speak slowly and clearly
- Turn down any televisions or radios around you
- Address the Commission as a whole, do not address individual Commissioners

## NOTICE OF COMMISSION HEARING POLICIES AND PROCEDURES

### **A. Commission Office**

The Civil Service Commission office is located at, 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. The telephone number is (628) 652-1100. The fax number is (628) 652-1109. The email address is [civilservice@sfgov.org](mailto:civilservice@sfgov.org) and the web address is [www.sfgov.org/civilservice/](http://www.sfgov.org/civilservice/). Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

### **B. Policy Requiring Written Reports**

It is the policy of the Civil Service Commission that except for appeals filed under Civil Service Commission Rule 111A Position-Based Testing, all items appearing on its agenda be supported by a written report prepared by Commission or departmental staff. All documents referred to in any Agenda Document are posted adjacent to the Agenda, or if more than one (1) page in length, available for public inspection and copying at the Civil Service Commission office. Reports from City and County personnel supporting agenda items are submitted in accordance with the procedures established by the Executive Officer. Reports not submitted according to procedures, in the format and quantity required, and by the deadline, will not be calendared.

### **C. Policy on Written Submissions by Appellants**

All written material submitted by appellants to be considered by the Commission in support of an agenda item shall be submitted to the Commission office, no later than 5:00 p.m. on the fourth (4<sup>th</sup>) business day preceding the Commission meeting for which the item is calendared (ordinarily, on Tuesday). A staff report in pdf format and one (1) copy on 8 1/2-inch X 11-inch paper, three-hole punched on left margin, and page numbered in the bottom center margin, shall be provided. Written material submitted for the Commission's review becomes part of a public record and shall be open for public inspection.

### **D. Policy on Materials being Considered by the Commission**

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting on the Civil Service Commission's website at [www.sfgov.org/CivilService](http://www.sfgov.org/CivilService), and in its office located at 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. If any materials related to an item on this agenda have been distributed to the Civil Service Commission after distribution of the agenda packet, those materials will be available for public inspection at the Civil Service Commission's during normal office hours (8:00 a.m. to 5:00 p.m. Monday through Friday).

### **E. Policy and Procedure for Hearings to be Scheduled after 5:00 p.m. and Requests for Postponement**

**A request to hear an item after 5:00 p.m. should be directed to the Executive Officer as soon as possible following the receipt of notification of an upcoming hearing. Requests may be made by telephone at (628) 652-1100 and confirmed in writing or by fax at (628) 652-1109.**

A request for a postponement (continuance) to delay an item to another meeting may be directed to the Commission Executive Officer by telephone or in writing. Before acting, the Executive Officer may refer certain requests to another City official for recommendation. Telephone requests must be confirmed in writing prior to the meeting. Immediately following the "Announcement of Changes" portion of the agenda at the beginning of the meeting, the Commission will consider a request for a postponement that has been previously denied. Appeals filed under Civil Service Commission Rule 111A Position-Based Testing shall be considered on the date it is calendared for hearing except under extraordinary circumstances and upon mutual agreement between the appellant and the Department of Human Resources.

### **F. Policy and Procedure on Hearing Items Out of Order**

Requests to hear items out of order are to be directed to the Commission President at the beginning of the agenda. The President will rule on each request. Such requests may be granted with mutual agreement among the affected parties.

### **G. Procedure for Commission Hearings**

All Commission hearings on disputed matters shall conform to the following procedures: The Commission reserves the right to question each party during its presentation and, in its discretion, to modify any time allocations and requirements.

If a matter is severed from the *Consent Agenda* or the *Ratification Agenda*, presentation by the opponent will be for a maximum time limit of five (5) minutes and response by the departmental representative for a maximum time limit of five (5) minutes. Requests by the public to sever items from the [*Consent Agenda* or] *Ratification Agenda* must be provided with justification for the record.

For items on the *Regular Agenda*, presentation by the departmental representative for a maximum time of five (5) minutes and response by the opponent for a maximum time limit of five (5) minutes.

For items on the *Separations Agenda*, presentation by the department followed by the employee or employee's representative shall be for a maximum time limit of ten (10) minutes for each party unless extended by the Commission.

Each presentation shall conform to the following:

1. Opening summary of case (brief overview);
2. Discussion of evidence;
3. Corroborating witnesses, if necessary; and
4. Closing remarks.

The Commission may allocate five (5) minutes for each side to rebut evidence presented by the other side.

**H. Policy on Audio Recording of Commission Meetings**

As provided in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available starting on the day after the Commission meeting on the Civil Service Commission website at [www.sfgov.org/civilservice/](http://www.sfgov.org/civilservice/).

**I. Speaking before the Civil Service Commission**

Speaker cards are not required. The Commission will take public comment on all items appearing on the agenda at the time the item is heard. The Commission will take public comment on matters not on the Agenda, but within the jurisdiction of the Commission during the "Requests to Speak" portion of the regular meeting. Maximum time will be three (3) minutes. A subsequent comment after the three (3) minute period is limited to one (1) minute. The timer shall be in operation during public comment. Upon any specific request by a Commissioner, time may be extended.

**J. Public Comment and Due Process**

During general public comment, members of the public sometimes wish to address the Civil Service Commission regarding matters that may come before the Commission in its capacity as an adjudicative body. The Commission does not restrict this use of general public comment. To protect the due process rights of parties to its adjudicative proceedings, however, the Commission will not consider, in connection with any adjudicative proceeding, statements made during general public comment. If members of the public have information that they believe to be relevant to a matter that will come before the Commission in its adjudicative capacity, they may wish to address the Commission during the public comment portion of that adjudicative proceeding. The Commission will not consider public comment in connection with an adjudicative proceeding without providing the parties an opportunity to respond.

**K. Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings**

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

**Information on Disability Access**

The Civil Service Commission normally meets in Room 400 (Fourth Floor) City Hall, 1 Dr. Carlton B. Goodlett Place. However, meetings not held in this room are conducted in the Civic Center area. City Hall is wheelchair accessible. The closest accessible BART station is the Civic Center, located 2 ½ blocks from City Hall. Accessible MUNI lines serving City Hall are 47 Van Ness Avenue, 9 San Bruno and 71 Haight/Noriega, as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points in the vicinity of City Hall adjacent to Grove Street and Van Ness Avenue.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week. For American Sign Language interpreters or the use of a reader during a meeting, a sound enhancement system, remote participation, and/or alternative formats of the agenda and minutes, please contact the Commission office to make arrangements for the accommodation. Late requests will be honored, if possible.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our ADA coordinator at (628) 652-1100 or email [civilservice@sfgov.org](mailto:civilservice@sfgov.org) to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

**Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)**

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Victor Young, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: [sotf@sfgov.org](mailto:sotf@sfgov.org), or on the City's website at [www.sfgov.org/bdsupvrs/sunshine](http://www.sfgov.org/bdsupvrs/sunshine).

**San Francisco Lobbyist Ordinance**

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Section 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Ave., Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site <http://www.sfgov.org/ethics/>.

**ITEM NO.**

**(1) CALL TO ORDER AND ROLL CALL**

President Jacqueline P. Minor  
Vice President Kate Favetti  
Commissioner Douglas S. Chan  
Commissioner F. X. Crowley  
Commissioner Elizabeth Salvesson

**(2) REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION OF THE CIVIL SERVICE COMMISSION BUT NOT APPEARING ON TODAY'S AGENDA**

**(3) APPROVAL OF MINUTES - Action Item**

Regular Meeting of April 3, 2023 – 2:00 p.m.

**Recommendation:** Adopt the Minutes.

**(4) ANNOUNCEMENTS**

Announcement of changes to the agenda.

Other announcements.

**(5) HUMAN RESOURCES DIRECTOR'S REPORT**

**EXECUTIVE OFFICER'S REPORT**

**(6) Civil Service Commission Mid-Year Report for Fiscal Year 2022-23.  
(File No. 0073-23-1) – Action Item**

**Recommendation:** Accept the report.

**(7) Civil Service Commission Third Quarter Report for Fiscal Year 2022-23.  
(File No. 0074-23-1) – Action Item**

**Recommendation:** Accept the report.

**RATIFICATION AGENDA**

All matters on the Ratification Agenda are considered by the Civil Service Commission to be non-contested and will be acted upon by a single vote of the Commission. There will be no separate discussion on these items unless a request is made; in which event, the matter shall be removed from the Ratification Agenda and considered as a separate item. Each individual addressing the Commission will be limited to a maximum time limit of five minutes for all items severed from the Ratification Agenda.

**(8) Review of Request for Approval of Proposed Personal Services Contracts.  
(File No. 0075-23-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
10915 - 22/23	Arts Commission	\$100,000,000	Fine art services and consulting for artworks in the collection and care of the City and County of San Francisco. Scope of work may include the handling, transportation, conservation, restoration, cleaning, packing, sorting, storing, framing, photography, installation, and de-installation of artworks including those of monumental scale. Services also include the design and fabrication of integral hardware, pedestals, cases, and plaques. Additionally, there are specialized consulting services to evaluate the condition of existing and proposed artworks.	Regular	3/1/2023
40489 - 22/23	Children; Youth & Their Families	\$3,800,000	At the request of its Oversight and Advisory Committee, the Department of Children, Youth and Their Families seeks to engage a professional event planner to help in the coordination and logistics of multiple community engagement events and focus groups to be held throughout the funding cycle. These events will be an important department outreach initiative to connect directly with San Francisco citizens and gain feedback from key stakeholders. They will allow the department to confer directly with the nonprofit organizations providing youth services in the city, as well as the direct recipients of these services.	Regular	6/30/2029
44698 - 22/23	Children; Youth & Their Families	\$5,300,000	The Department of Children, Youth and Their Families seeks a fiscal intermediary to provide fiscal and human resources support the Youth Empowerment Allocation's youth-led initiatives and projects. The Youth Empowerment Allocation is a funding stream established in San Francisco City Charter Section 16.108 (i)(2)(A)(vi), which states the department's annual Children and Youth Fund support must "include funding for youth-initiated projects totaling at least 3 percent of the total proposed expenditures from the Fund for the cycle." These funds are referred to as the Youth Empowerment Allocation. The department seeks a contract with a fiscal intermediary that can provide fiscal management to youth-initiated projects, manage annual events, and hire and support youth interns to act in an advisory capacity to the implementation of the Youth Empowerment Allocation.	Regular	6/30/2029
49568 - 22/23	Children; Youth & Their Families	\$25,500,000	This request is for professional technical assistance and capacity building for department grant-funded nonprofit programs providing direct services to children, youth and their families. Capacity building may also be made available as continuing education to department staff whose roles involve support of funded programs. Technical assistance and capacity building will be provided broadly to address issues of program quality and administrative capability.	Regular	6/30/2029
42038 - 22/23	City Administrator	\$18,000,000	Contractor(s) shall provide the City and County of San Francisco (the City) with unrestricted access to the following non-exhaustive list of types of technology research services: proprietary research and analysis about technology related trends; data and analytics; development and delivery; infrastructure and operations; sourcing and vendor management; strategy; change management; mission-critical solutions; security and risk; and enterprise architecture. These services are provided through access to online content in the form of research, technology-related data, best practice tools, training materials, and advisory.	Regular	6/29/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
43644 - 22/23	City Administrator	\$250,000	The Permit Center seeks professional services to implement a streamlined and digital workflow solution, including data collecting and sharing. The professional services will configure and implement an inspection scheduler and workflow tool to digitize, streamline, and automate the inspection processes involving multiple inspecting departments. The tool will allow customers to schedule on-site inspections and collect data from the applicant prior to arrival. The workflow tool also allows multiple departments to access and view the data, make updates to the data prior to inspection, and allows departments to collect and record new data during the mobile inspection process. The services will provide a technology solution that provides an integrated and complete digital workflow. The solution will also be scalable to other use cases across multiple permitting and inspection services across the Permit Center.	Regular	4/30/2025
44191 - 22/23	City Administrator	\$300,000	Currently, the City and County of San Francisco has a number of electric vehicle charging dispensers, or electric vehicle supply equipment (“EVSE”), which are proprietary devices. The EVSE is integrated with a patented software interface. The contracted services will cover maintenance of proprietary software, wireless network upkeep and monitoring, customized programming, quarterly energy use reporting, security patches, remote monitoring, onsite troubleshooting and repairs, notification services for outages and other issues identified remotely, visual inspection of charging units, unit cables and the load management controller oversight, and onsite hardware and software maintenance.	Regular	5/31/2028
45619 - 22/23	City Administrator	\$4,600,000	Contractor(s) to provide crane services to hoist materials, equipment, tools, and supplies from one location to another or to and from a roof. Services shall cover various scopes and complexity of the projects. The weight and type of the materials to be craned and the height and reach of the crane will need to be evaluated for each project. Contractors will provide cranes with certified operators that possess the required certifications based on the types of cranes and levels of expertise. The lifting capacities of cranes can range from 30 tons to 500 tons and heights from 25 feet to over 197 feet. Contract(s) will be available for all City departments where (1) departments do not have cranes and/or operators or (2) departments have a crane but do not have the right crane or certified operator or at times when the crane is out of service.	Regular	4/16/2028
48607 - 22/23	Human Services	\$800,000	Provide web-based time study to HSA-DAS (Human Services Agency/Department of Aging and Disability Services) and HSH(San Francisco Department of Supportive Housing and Homelessness) service providers and internal HSA employees of over 1300 staff and fiscal administrators.	Regular	6/30/2027
46341 – 22/23	Municipal Transportation Agency	\$300,000	To provide an off-site facility to collect pre-employment, post-accident, return-to-duty, and reasonable suspicion breath and urine samples during normal working hours and/or after hours for San Francisco Municipal Transportation Agency (SFMTA) employees and contractors. Also, to provide a mobile on-site facility to collect random, follow-up, reasonable suspicion, and post-accident breath and urine samples in compliance with DOT/FTA Drug and Alcohol Testing Regulations.	Regular	8/31/2028
47645 – 22/23	Municipal Transportation Agency	\$120,000	The consultant will provide the services of a Medical Review Officer (MRO) for the San Francisco Municipal Transportation Agency (SFMTA). This is a mandatory service under the Department of Transportation/Federal Transit Administration (DOT/FTA), Title 49: Transportation, Code of Federal Regulations, Part 40 – Procedures for Transportation Workplace Drug and Alcohol Testing Programs (49 CFR Part 40 ).	Regular	8/31/2028
40782 – 22/23	Public Health	\$5,000,000	The selected contractor will administer and provide services in a "test to treat" program in support of the ongoing COVID-19 response and possibly other communicable diseases. Under a test to treat program, individuals can get tested and—if they are positive and treatments are appropriate for them—receive a prescription from a health care provider and have their prescription filled, all in one location.	Regular	12/31/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
49192 – 22/23	Public Utilities Commission	\$450,000	The scope of proposed work is to have California Department of Transportation (Caltrans) performed technical review of the Project Study Report-Project Report (PSR-PR) in order to obtain Caltrans’ approval for Lower Alemany Area Stormwater Improvements Project (LAASIP) as several project elements (including the tunnel shaft and portions of tunnel) will be within Caltrans’ jurisdiction. LAASIP is one of the regulatory compliance projects to improve collection system capacity during wet weather months within the area between Ellsworth Street and Barneveld Avenue in the Lower Alemany Area of San Francisco.	Regular	3/31/2026
46787 – 22/23	Public Works	\$3,000,000	Provide specialized services in waterproofing consultation to support Public Works design staff on an as-needed basis. The Consultants will provide expert waterproofing consultation services to ensure that our projects are designed and constructed to the best quality standards of waterproofing. Periodically, provide independent third-party evaluation of design prepared by City staff from waterproofing perspective.	Regular	12/31/2029
40890 -14/15	Airport	Current Approved Amount <b>\$70,000,000</b> Increase Amount Requested \$40,000,000 New Total Amount Requested \$110,000,000	The Program Management Support Services Consultant (Consultant) will provide overall management expertise and oversight of the Capital Improvement Project (CIP) at the San Francisco International Airport (Airport). The scope of work will include project scoping and programming, design and construction management services, project controls for overall CIP, contract administration, cost estimating services, field inspection, document control, and other services in support of the CIP.	Modification	12/31/2029
47246 - 18/19	Airport	Current Approved Amount \$60,000,000 Increase Amount Requested \$20,000,000 New Total Amount Requested \$80,000,000	Contractor shall be responsible for the maintenance, repair, inspection, testing, repair and/or replacement of parts and components, and emergency call-back work for approximately 240 elevators, 138 escalators, and 43 electric walks at the Airport including the terminals, boarding areas, parking garages, and other field buildings.	Modification	6/30/2024
36583 - 15/16	Economic and Workforce Development	Current Approved Amount \$1,768,000 Increase Amount Requested \$630,000 New Total Amount Requested \$2,398,000	The consultant will assist the Office of Economic and Workforce Development (OEWD) with designing, implementing, and transitioning the existing online Workforce Central (WFC) client tracking and performance management platform to integrate new federal Workforce Innovation and Opportunities Act (WIOA) provisions. <b>Scope Change:</b> In response to new reporting requirements and client tracking needs, this modification will support a database for Small Business as well as Workforce programming.	Modification	6/30/2025
42573 – 19/20	Public Health	Current Approved Amount \$500,000 Increase Amount Requested \$500,000 New Total Amount Requested \$1,000,000	Contractor will provide cloud-based software for management of Department policies and procedures, including licensing and maintenance. The Department of Public Health (DPH) currently manages the multiplicity of its policies and procedures with a rudimentary system using MS Office applications (Word, Excel) which can be unwieldy and difficult to coordinate and manage. Reviewing and keeping policies and procedures current is required by federal regulators, the Centers for Medicare and Medicaid Services (CMS). DPH intends to purchase proprietary software (licensing and maintenance) to modernize and enable its policies and procedures tracking system to be more responsive to operational and regularly needs, and to ensure review of and alignment with evolving laws, guidelines, regulations, standards, and best practices. .	Modification	12/31/2030



PSC	Department	Amount	Type of Service	Type of Approval	Duration
48034 - 21/22	Public Health	Current Approved Amount \$7,408,988 Increase Amount Requested \$1,591,012 New Total Amount Requested \$9,000,000	The contractor(s) will provide encoder software for use in the San Francisco Department of Public Health Epic electronic health record and standalone use. The contractor will perform Health Information Management (HIM) coding of inpatient and outpatient procedural coding including, Medicare Severity-Diagnosis Related Groups (MS-DRG) and All Patients Refined-Diagnosis Related Groups (APR -DRG) reimbursement formulary, Ambulatory Payment Classification (APC) core grouping calculations and other payer formulary calculations, and clinical documentation integrity (CDI). The software also supports standard and customer user defined reporting. The value of this request covers estimated costs for licensing, maintenance, and related professional services such as training and consultation.	Modification	12/31/2030
48890 – 18/19	Public Health	Current Approved Amount \$899,000 Increase Amount Requested \$650,000 New Total Amount Requested \$1,549,000	The contractor(s) will provide a complete system for the management of incident and grievance responses which will assist in managing safety and quality of services within the San Francisco Health Network (SFHN). The system will include flexible event reports that encourage analysis and will be used to meet for regulatory requirements. In addition to a fully functional hosted application, the contractor will also provide project management, design, programming, testing, documentation, and system integration services in support of the application.	Modification	12/31/2030
45085 – 19/20	Public Utilities Commission	Current Approved Amount \$5,700,000 Increase Amount Requested \$3,600,000 New Total Amount Requested \$9,300,000	The contractor works with ranchers and farmers to use biosolids as a fertilizer. The contractor secures all necessary permitting required for the use of biosolids as a fertilizer. Annual fees for permitting are paid by the contractor. The contractor manages the agronomic application of biosolids so that nitrogen added to fields does not exceed crop uptake needs. When sufficient biosolids have been added to a field to meet its nitrogen needs, the contractor moves the application operation to a new field. When moving to a new field, the contractor is responsible for coordinating with the trucking contractor for the transportation of biosolids to the new location. The contractor is responsible for ensuring the all county ordinances are followed during the course of operations at each field. This includes the posting of signs, flagging of buffer areas where biosolids are not to be applied, setting up a mobile weather station, a portable toilet and a washdown station for trucks. The contractor is responsible for the spreading and discing (incorporation) of the biosolids on each field. Co-ordination with the ranchers, farmers, and county is the responsibility of the contractor.	Modification	04/14/2027
47657 – 21/22	Public Utilities Commission	Current Approved Amount \$350,000 Increase Amount Requested \$280,000 New Total Amount Requested \$630,000	An independent review of revenue requirements, costs of service, and rates for the utilities under the jurisdiction of the San Francisco Public Utilities Commission (SFPUC).	Modification	06/30/2024
4083 – 12/13	Treasurer/Tax Collector	Current Approved Amount \$8,200,000 Increase Amount Requested \$10,000,000 New Total Amount Requested \$18,200,000	The Gross Receipts Tax and Business Registration Fees Ordinance (2012 Proposition E) was approved by San Francisco voters on November 6, 2012. It mandates that the City implement changes to local business taxes and registration fees by January 1, 2014 with a phased implementation through 2018. The Treasurer & Tax Collector has previously procured proprietary software that requires data migration and business process development to meet the requirements of the Ordinance.	Modification	05/31/2033

**Recommendation of the Human Resources Director:**

Adopt the report. Approve the requests for proposed Personal Services Contracts; Notify the Office of the Controller and the Office of Contract Administration.

**CONSENT AGENDA**

All matters on the Consent Agenda considered by the Civil Service Commission will be acted upon by a single vote of the Commission. There will be no separate discussion on these items unless a request is made; in which event, the matter shall be removed from the Consent Agenda and considered as a separate item. Each individual addressing the Commission will be limited to a maximum time limit of five minutes for all items severed from the Consent Agenda.

- (9) Appeal by Jarmee Thieu of the Human Resources Director’s determination to administratively close Appellant’s complaint of age discrimination and retaliation. (File No. 0258-22-6) – Action Item**

**Recommendation:** Postpone to the meeting of June 5, 2023, at the request of the appellant.

- (10) Appeal by Craig Banks of Human Resources Director’s finding of untimely allegations of harassment, administratively close one allegation of retaliation, and insufficient evidence to substantiate three allegations of retaliation. (File No. 0188-20-6) – Action Item.**

**February 6, 2023:** Postponed to the meeting of April 17, 2023, at the request of the appellant.

**Recommendation:** Postpone to the meeting of July 17, 2023, at the request of the appellant.

**REGULAR AGENDA**

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting.

- (11) Appeal by SEIU Local 1021 of the Request for Approval of Proposed Personal Services Contract Numbers 42725-22/23 and 47934-22/23 . (File No. 0076-23-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
42725 – 22/23	Health Service System	\$1,383,200	Temporary as-needed on-site professional telephonic call-center support for Active and Retired Members of the San Francisco Health Service System.	Regular	12/31/2024
47934 – 22/23	Health Service System	\$615,600	Request for Proposal (RFP) for As-needed Off-site Call-Center Support for the San Francisco Health Service System Member Services Unit.	Regular	12/31/2024

**Recommendation of the Human Resources Director:**

Adopt the report. Approve the requests for proposed Personal Services Contracts; Notify the Office of the Controller and the Office of Contract Administration.

- (12) COMMISSIONERS’ ANNOUNCEMENTS/REQUESTS**
- (13) ADJOURNMENT**