



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

**LONDON N. BREED  
MAYOR**

**AGENDA  
Regular Meeting  
May 15, 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 # 2600 872 8035. Instructions for providing remote public comment are below.**

**LISTEN/PUBLIC COMMENT CALL-IN**

**USA is (415) 655-0001 | Access Code: # 2600 872 8035 | 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 # 2600 872 8035 followed by password #27230.

# Regular Meeting May 15, 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**  
**# 2600 872 8035**

**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 May 1, 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**

(6) **EXECUTIVE OFFICER'S REPORT**

**Merit System Audit Program FY 2022-2023. (File No. 0098-23-1) – 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.

**(7) Review of Request for Approval of Proposed Personal Services Contracts.  
(File No. 0099-23-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
40300 - 22/23	Airport	\$5,500,000	San Francisco International Airport (SFO or Airport) requires maintenance and support services of the Airport's proprietary Physical Security Information System (PSIM) and Video Management System (VMS). SFO currently has over 4,500 cameras on-site which are managed through the VMS. The PSIM is a platform that allows the integration of multiple unconnected security applications that can be viewed and controlled through one comprehensive user interface. The Airport's Security Operations Center (SOC) uses PSIM to integrate and manage the VMS, access control, identity management, computer aided dispatch, and geographical information system (GIS). Support will also include integration and expansion services when needed.  The Airport will reach out to International Federation of Professional and Technical Engineers Local 21 on an annual basis to update them on the status of this request.	Regular	12/31/2028
46552 - 22/23	Airport	\$150,000,000	Contractor will design, construct, activate, and commission new infrastructure as part of the Airport's Recycled Water Project ("Project"). The Project will include a new advanced water treatment facility, storage tank, pump station, and underground recycled water distribution pipe to airport facilities for utilizing recycled water. Contractor will also provide partnering, stakeholder engagement, and project coordination to support the Project. The total \$150,000,000 PSC amount includes the full construction budget for the design/build contract for the Project, of which design and project management services will be approximately \$20,000,000	Regular	5/30/2028
43118 - 22/23	Children; Youth & Their Families	\$19,500,000	This request is for professional evaluation of the department's grant-funded programs providing services to children, youth and their families. Evaluation services will measure the quality of services provided and the effectiveness of programs. It will also inform strategic planning with respect to the department's goals listed in its authorizing legislation and results identified through the department's planning process. Entities to be evaluated will include nonprofit grantees providing direct services and department divisions engaged in planning, implementation, and oversight of funded programs.	Regular	6/30/2029
45649 - 22/23	City Administrator	\$1,000,000	The Permit Center seeks professional services to implement a digital workflow solution for electronic plan review (EPR) including data collecting and sharing across department database and systems. The EPR solution will also automate the workflow process, including automating the notification processes for reviewing construction permits across multiple departments. The professional services work involves configuring and implement a workflow tool to digitize, streamline, and automate the intake, review, and processing of electronic plans. The services will provide a technology solution that provides an integrated and complete digital workflow.	Regular	6/1/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
47680 - 22/23	City Administrator	\$750,000	<p>The Community Ambassador Program (CAP) was first launched in 2010 to assess and support community-driven efforts for safety outreach, conduct community education and referrals, and to provide an immediate, visible, non-law enforcement safety presence for local neighborhood residents. Vendor will provide the following services on behalf of OCELA programs, including the SF Community Ambassadors Program and DreamSF Fellows Program:</p> <ol style="list-style-type: none"> <li>1. Comprehensive personal and professional development trainings including violence prevention training and financial empowerment</li> <li>2. Processing of payments for DreamSF Fellows such as monthly scholarship stipends</li> <li>3. Administrative support and procurement services for supplies and trainings for the Community Ambassador Program and the DreamSF Fellowship</li> </ol> <p>The supplier must be willing to provide the full range of professional and administrative support services listed above including training for violence prevention, financial literacy and fiscal sponsorship in providing educational stipends and procuring supplies.</p>	Regular	5/31/2028
49911 - 22/23	Municipal Transportation Agency	\$8,000,000	<p>The contractor, to be selected through a future RFP process, will provide services as part of the state-funded Bayview Community Shuttle Project. The Project is funded through the California Air Resources Board (CARB) via their Sustainable Transportation Equity Project (STEP) and will provide an on-demand shuttle service program, commonly known as "Microtransit", to address the following community needs identified in the Bayview Community Based Transportation Plan (adopted in 2020):</p> <ul style="list-style-type: none"> <li>• Bring a community shuttle Program back to Bayview-Hunters Point</li> <li>• Connect residents to regional transit, jobs, and other critical destinations</li> <li>• Create sustainable jobs in Bayview-Hunters Point</li> <li>• Improve mobility options, especially for low-income residents, youth, and seniors</li> <li>• Community decision-making &amp; Community Control</li> </ul> <p>The scope of work for the shuttle contractor includes:</p> <ul style="list-style-type: none"> <li>• Serve on Shuttle Project Committee</li> <li>• Hire neighborhood residents via existing workforce development programs to become Operators, Mechanics, and Support Staff</li> <li>• Operate a daily on-demand shuttle service within the Bayview-Hunters Point Neighborhood, picking up and dropping off passengers to connect residents to fixed route transit, jobs, healthcare, food, and services</li> <li>• Provide and maintain a fleet of zero-emissions vehicles and wheelchair-accessible vehicles</li> <li>• Work with community-based organizations to provide marketing, outreach, and engagement</li> <li>• Collect, analyze, and summarize large and complex data sets to provide SFMTA with information on key performance indicators</li> </ul>	Regular	6/30/2026
43228 - 22/23	Public Health	\$2,000,000	<p>The Contractor will provide for the Annual inspection, testing and reporting, annual maintenance services, third year preventative maintenance services and as-needed repairs for emergency generators in use at Department of Public Health facilities.</p>	Regular	12/31/2029
41712 - 22/23	Public Utilities Commission	\$8,000,000	<p>This PSC will be made up of two (2) contracts, each at a value of \$4 million. Work will consist of specialized and technical as-needed services for water resources management and conservation planning and program support. Specialized and technical services will provide support in the following categories: water conservation services, onsite non-potable water services, recycled water services, groundwater services, water supply planning services, and public outreach services.</p>	Regular	7/31/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
48038 - 22/23	Public Utilities Commission	\$500,000	SFPUC's Folsom Area Stormwater Improvement Project is proposing to construct a 12' diameter tunnel through property that is part of the State Highway System, and it is necessary to modify existing Caltrans facilities in order to accommodate the tunnel. This PSC is for Caltrans to provide technical review of proposed SFPUC facilities impacting existing Caltrans facilities. The scope of work includes review of modeling and analysis performed by the SFPUC to ensure that Caltrans facilities will not be impacted by the proposed SFPUC facilities.	Regular	12/31/2025
44655 - 13/14	Airport	Current Approved Amount \$7,800,000 Increase Amount Requested \$6,000,000 New Total Amount Requested \$13,800,000	Contractor will provide engineering support services for airfield projects at San Francisco International Airport (SFO), including, but not limited to: special design services, studies, surveys and reports for projects in the planning and design development phases. Anticipated tasks include general, civil, electrical, mechanical, and utility engineering as related to airfield design. Engineering support for airfield improvement projects are required for runway, taxiway, apron, infield, and roadway pavements; underground infrastructure; industrial waste, sewer, and drainage pump stations; and telecommunication and high voltage infrastructure.	Regular	12/31/2028
47195 -18/19	Airport	Current Approved Amount \$6,500,000 Increase Amount Requested \$2,500,000 New Total Amount Requested \$9,000,000	Contractor will provide civil engineering support services for airfield and facilities improvement projects at San Francisco International Airport ('SFO' or 'Airport'), including but not limited to tasks in the planning, design development, and construction support phases. Anticipated tasks include pavement analysis and data management for runways and taxiways; storm drainage system studies; existing building, bridge, and site renovations; new building and site construction for primary and support facilities; and special studies, investigations, technical services and reports.	Modification	12/31/2028
4096 - 08/09	Municipal Transportation Agency	Current Approved Amount \$147,375,171 Increase Amount Requested \$0 New Total Amount Requested \$147,375,171	The Third Street Light Rail Transit (LRT) Project is the most significant capital investment in generations for the Municipal Railway. Phase 1 of the 6.9-mile two-phase project, the T Third line, began revenue service in April 2007, restoring light rail service to the heavily transit-dependent Third Street corridor in eastern San Francisco for the first time in 50 years. Phase 2, the Central Subway Project, will extend the new Third Street line by constructing three new subway stations and one surface station to provide rail service to the Financial District and Chinatown. The extended light rail line will serve regional destinations such as Union Square; the Moscone Convention Center, Yerba Buena and AT&T Park, and will connect directly to BART and Caltrain, the Bay Area's two largest regional-commuter rail services.	Modification	6/22/2024
47223 - 19/20	Police	Current Approved Amount \$610,000 Increase Amount Requested \$668,417 New Total Amount Requested \$1,278,417	The contractor will provide software license and equipment maintenance on MAGUS, the City's Message Switch Computer System. MAGUS allows San Francisco Police Department (SFPD) officers to instantly query suspect information from police vehicles, workstations and other electronic devices in seconds. When an officer enters suspect information, MAGUS processes the request by confirming requestor and device are authorized and provides access to confidential information from many sources including: 1. Computer Assisted Bay Area Law Enforcement (CABLE) 2. Local Criminal History Database 3. Alameda Warrants System (AWS) 4. Department of Motor Vehicles (DMV) 5. California Law Enforcement Telecommunications (CLETS) 6. Federal Bureau of Investigations (FBI) databases	Modification	3/9/2027



PSC	Department	Amount	Type of Service	Type of Approval	Duration
2010 – 08/09	Public Health	Current Approved Amount \$54,300,000 Increase Amount Requested \$10,000,000 New Total Amount Requested \$64,300,000	<p>Contractor will provide Pharmacy Benefits Management (PBM) services for DPH Community Behavioral Health Services (CBHS) clients by maintaining a network of pharmacies in San Francisco, electronically screening prescriptions for eligibility, processing payments for prescriptions written by CBHS-authorized prescribers for covered medications, and providing fiscal intermediary services for Patient Assistance Programs (PAP) operator(s). CBHS offers a wide range of services to all ages through a combination of County clinics and contracts with private community-based organizations, serving approximately 22,000 clients who need nearly 50,000 prescriptions each year. Prescriptions must be filled through at least 50 independent and chain retail pharmacies located throughout the City (no mail orders) which are appropriately accessible to clients, including meeting the needs of San Francisco's culturally diverse patient populations with linguistic capabilities in at least 5 specific non-English languages (Cantonese, Mandarin, Russian, Spanish, and Vietnamese). Services also include 24/7 online, point-of-service electronic claims adjudication, as well as tracking of co-payments and unmet Medi-Cal share of cost, and utilizing electronic interfaces with existing and planned CBHS client information systems.</p> <p><b>Scope Change:</b>                      Contractor will provide Pharmacy Benefits Management (PBM) services for Department of Public Health (DPH) Behavioral Health Services (BHS) clients by maintaining a network of pharmacies in San Francisco, electronically screening prescriptions for eligibility, processing payments for prescriptions written by BHS authorized prescribers for covered medications, and providing fiscal intermediary services for Patient Assistance Programs (PAP) operator(s). BHS offers a wide range of services to all ages through a combination of County clients and contracts with private community-based organizations, serving approximately 22,500 clients who need nearly 53,400 prescriptions each year. Prescriptions must be filled through 120 independent and chain retail pharmacies located throughout the City (no mail orders) which are appropriately accessible to clients, including meeting the needs of San Francisco's culturally diverse patient populations with linguistic capabilities in at least 5 specific non-English languages (Cantonese, Mandarin, Russian, Spanish, and Vietnamese). Services also include 24/7 online, point-of service electronic claims adjudication, as well as tracking on co-payments and unmet Medi-Cal share of cost, and utilizing electronic interfaces with existing and planned BHS client information systems.</p>	Modification	6/30/2028

PSC	Department	Amount	Type of Service	Type of Approval	Duration
47501 - 16/17	Public Utilities Commission	Current Approved Amount \$20,000 Increase Amount Requested \$175,000 New Total Amount Requested \$195,000	The SFPUC owns real property in fee and has easements over approximately 60,000 acres of land throughout the Northern California. SFPUC uses Voyager software, a proprietary product to Yardi Systems Inc. (Yardi) to manage its real estate assets. Under this contract, SFPUC will subscribe to Yardi's Voyager software through April 24, 2019 and Yardi will perform certain programming services, including database customizations, user interface customization, database reports, database scripts and other programming services, as needed by City during the term of the contract. Because this software is the proprietary product of Yardi, only Yardi can perform these as-needed services. Note: This contract was first executed in April 2013 for three years (with the option to renew for three additional years) in the amount of \$128,550. The contract was for three years of subscription to Yardi's Voyager software (totaling \$67,500) and certain services consisting of training, implementation, data conversion, and programming (totaling \$61,050). At this time, we are executing amendment 1 to exercise our option to extend the contract through April 24, 2019. Upon executing this amendment 1, the total contract amount will be \$226,387.50 of which \$20,000 will be for additional as-needed programming services through the contract end date, bringing the services portion of the contract to \$81,050. <b>Scope Change:</b> None. This contract is primarily for software subscription. We submitted a request to add as-needed programming for \$20K in 2016 as part of Amendment 1. We are now extending the contract duration by four years to allow for four additional years of software subscription. Since we have not yet used all the funds we allocated for programming, we are requesting that the PSC approved for the as-needed programming services also be extended to the new contract end date.	Modification	4/24/2028
44727 - 17/18	Sheriff	Current Approved Amount \$5,100,000 Increase Amount Requested \$900,000 New Total Amount Requested \$6,000,000	Services are needed to provide electronic home detention monitoring and case management services for inmates who qualify for home detention as an alternative to jail incarceration. Program participants wear electronic bracelets that communicate via radio frequency to land line telephone or via cellular transmission to a centralized system that monitors the participants. Services include adjunct case management to monitor inmates' attendance in outpatient substance abuse and/or mental health programs, and urinalysis tests to monitor sobriety.	Modification	7/31/2024

**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.

**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.

**(8) Status Report on Airport Personal Service Contract No. 42606-17/18. (File No. 0100-23-8) – Action Item**

**Recommendation:** Accept the report.

- (9) **Status Report on Airport Personal Service Contract No. 46630-18/19. (File No. 0101-23-8) – Action Item**

**Recommendation:** Accept the report.

- (10) **Annual Salary Adjustment (5<sup>th</sup>) Year of 5-Year Cycle of Salary of Member, Board of Supervisors in Accordance with Charter Section 2.100 for Fiscal Year 2023-24 and, Annual Salary Adjustment (2<sup>nd</sup>) Year of 5-Year Cycle of Salary for Elected Officials (Mayor, City Attorney, District Attorney, Public Defender, Assessor-Recorder, Treasurer, And Sheriff) in Accordance with Charter Section A8.409-1 for Fiscal Years 2023-24. (File No. 0102-23-3) – Action Item**

**Recommendation:** Approve the proposed salary adjustments for Members of the Board of Supervisors and Elected Officials effective July 1, 2023, for Fiscal Year 2023-2024; and transmit your determination to the Controller for consideration of the Fiscal Year 2023-2024 budget.

- (11) **Annual Certification of Benefits of Elected Officials (Including Members of the Board of Supervisors) for Fiscal Year 2023-24 of the City and County of San Francisco in Accordance with Charter Section A8.409-1. (File No. 0103-23-3) – Action Item**

**Recommendation:** Accept the report; certify the benefits of elected officials (including Members of the Board of Supervisors) for Fiscal Year 2023-2024 in accordance with Charter Section A8.409-1 at the same level of benefits as those provided to covered employees of the Municipal Executive's Association (MEA) in effect on July 1, 2023.

- (12) **Public Discussion to Inform the Civil Service Commission on Civil Service Rules That May be Impeding Hiring for the City and Potential Rule Changes to Expedite Hiring. (File No. 0104-23-5) – Possible Action Item**

**Recommendation:** Open for discussion.

- (13) **Appeal by Junjie Li of Rejection of Application For 7318 Electronic Maintenance Technician (CBT-7318-904470). (File No. 0015-23-4) – Action Item**

**Recommendation of the Municipal Transportation Agency:**

Adopt the report and deny the appeal by Junjie Li.

- (14) **Appeal by Hector Fernandez of Rejection of Application for 7318 Electronic Maintenance Technician (CBT-7318-904470). (File No. 0014-23-4) – Action Item**

**Recommendation of the Municipal Transportation Agency:**

Adopt the report and deny the appeal by Hector Fernandez.

(15) **COMMISSIONERS' ANNOUNCEMENTS/REQUESTS**

(16) **ADJOURNMENT**