

**SUMMARY OF DEPARTMENT OPERATIONAL SUPPORT CONTRACT
REQUEST TO THE HEALTH COMMISSION**

A DOS Contract is a Contract for the provision of goods or services that directly supports DPH's operations.

Contractor: HTL 587	Division/Section:	Department of Public Health
Address: 587 Eddy Street	Deputy Director:	Roland Pickens
San Francisco, CA 94109	DPH Administrator:	Hali Hammer
Contact: Dipak Patel	Program Administrator:	Dara Papo Phone: 628-271-6720
Phone: 415-379-4194	Contract Analyst:	Lilly Nguyen Phone: 628-271-6155

Request for approval of a New Professional Services Agreement with HTL 587 to procure hotel rooms and related services to manage individuals for two different programs, the first is for residents who may have tested positive or come in close contact with COVID-19 or other communicable diseases, but do not have a medical need to be hospitalized, and the second to provide housing and services to clients receiving care under the Managed Alcohol Program. The total proposed contract amount is \$2,016,000 which includes a 12% contingency for the term of August 1, 2023, through May 31, 2024 (10 months) - with the option to extend.

Mark only one for each question below:

- Vendor Type** For Profit Non-Profit Government Entity
- Is the Vendor a CMD Certified LBE?** Yes No
- Purchasing Authority:** RFP Sole Source GPO
- Does DPH have other existing contracts with this Vendor?** Yes No
If yes, approximately how many years has DPH been doing business with this Vendor? Provide explanation, as needed. _____

CONTRACT INFORMATION	Proposed Transaction
-----------------------------	-----------------------------

FUNDING SOURCES:

General Fund	
<u>TOTAL DPH REVENUES:</u>	\$1,800,000
12% Contingency Amount	
<u>TOTAL CONTRACT AMOUNT WITH CONTINGENCY:</u>	\$2,016,000
<u>ONE-TIME UPFRONT COSTS:</u>	
<u>ANNUAL AMOUNT OF CONTRACT*:</u>	N/A – The initial term is 10 months, with an option to extend if needed.
<i>*Excludes one-time upfront/implementation costs.</i>	

[FOR PROGRAM ADMINISTRATION CONTRACTS ONLY]

Program Administrator Indirect Percent	
<u>TOTAL INDIRECT EXPENSES:</u>	

**SUMMARY OF DEPARTMENT OPERATIONAL SUPPORT CONTRACT
REQUEST TO THE HEALTH COMMISSION**

A DOS Contract is a Contract for the provision of goods or services that directly supports DPH's operations.

<u>TOTAL DIRECT EXPENSES:</u>	
--------------------------------------	--

PROPOSED BREAKDOWN OF ITEMS/SERVICES

Item or Service	Quantity	Unit Price	Amount
Rooms and Services	31	\$3,225	\$100,000 per month

Purpose of Contract: The purpose of this contract is to provide hotel rooms and related services to house clients that are receiving care and/or need isolation for testing positive or being exposed to COVID-19 or other communicable disease, as well as those receiving care under the Managed Alcohol Program (MAP).

Performance Monitoring:

The contract services will be monitored in accordance with all applicable Departmental procedures through the Public Health Division.

Health Equity and Inclusion Compliance:

The Department will work closely with the Contractor to ensure that their health equity and inclusion plan is current and in compliance with Departmental procedures.

**SUMMARY OF DEPARTMENT OPERATIONAL SUPPORT CONTRACT
REQUEST TO THE HEALTH COMMISSION**

A DOS Contract is a Contract for the provision of goods or services that directly supports DPH's operations.

Listing of CEO, Board of Directors, and Owners of 10% or More of the Firm:

CEO: N/A _____

Board of Directors: N/A _____

Owners of 10% or more of the Firm: D&K Patel 2011 Revocable Trust – 40%
Manishh Gajiwala – 40%
Satishkumar and Tejalben Patel – 20%

