



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

**LONDON N. BREED  
MAYOR**

**AGENDA  
Regular Meeting  
November 20, 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 # 2664 525 4130. Instructions for providing remote public comment are below.**

**LISTEN/PUBLIC COMMENT CALL-IN  
USA is (415) 655-0001 | Access Code: # 2664 525 4130  
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**

**F.X. CROWLEY**

**VITUS LEUNG**

**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 # 2664 525 4130.

# Regular Meeting November 20, 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 #**  
**2664 525 4130**

- 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.sf.gov/CivilService](http://www.sf.gov/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 in-person 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. People who have received accommodation due to a disability (as described below) may provide their public comments remotely. The Commission will also allow public comment from members of the public who choose to participate remotely. It is possible that the Commission may experience technical challenges that interfere with the ability of members of the public to participate in the meeting remotely. If that happens, the Commission will attempt to correct the problem, but may continue the hearing so long as people attending in-person are able to observe and offer public comment.

**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 F. X. Crowley  
Commissioner Vitus Leung  
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 November 6, 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**

**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. 0233-23-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
40886-23/24	City Administrator	\$700,000	Parking Garage operation and management at the 1650 Mission Street Garage consisting of monthly parking for 105 vehicles. Services will include maintenance of facility and valet parking. The location consists of monthly parking for vehicles. The location is used by the public and City staff.	Regular	1/29/2029
49867-23/24	City Administrator	\$20,000,000	Contractors will provide high volume and high quality electronic conversion of City records to digital images in rapid time. The records included varying from large documents such as maps and drawings to archival records, to books, to confidential personal records, and other bound records. Contractors will take large volumes of records, convert/scan records at a rapid pace, index the data, deliver the data, and either return or destroy the records as required by City departments. In some cases, contractors will provide storage when original records must be stored instead of shredding.	Regular	1/30/2029
40708-23/24	Emergency Management	\$45,000,000	Department of Emergency Management (DEM) provides the Primary 911 Public Safety Answering Point (PSAP) for the City and County of San Francisco. The core Information Technology (IT) system for processing 911 calls and dispatching San Francisco Fire Department (SFFD), San Francisco Police Department (SFPD), San Francisco Sheriff's Department (SFSO) and San Francisco Municipal Transportation Agency (SFMTA) responders is the Computer Aided Dispatch system (CAD). DEM is replacing its current CAD platform which went live in 2014 and is at End of Life (EOL) with the new Motorola Premiere One CAD Platform. This will consist of deploying a customized hardware stack and customized, proprietary software developed by Motorola Solutions. These services will provide DEM with the required project management, implementation, train-the-trainer, warranty, maintenance and 24/7/365 support services to implement and maintain the proprietary Motorola Premiere One CAD system	Regular	11/30/2038
42533-22/23	Human Rights Commission	\$750,000	The Human Rights Commission seeks to engage professional community engagement partners and event planners 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 a part of important department outreach initiatives to connect directly with San Francisco citizens and gain feedback from key stakeholders. These events will allow the department to confer directly with nonprofit organizations providing services in the city, community members as well as the recipients of community and/or city services.	Regular	6/30/2025

PSC	Department	Amount	Type of Service	Type of Approval	Duration
41953-23/24	Mayor	\$2,250,000	The Contractor shall customize, provide licensing and support, and maintain an end-to-end web-based grants management system identified by the City as Grants Management System (GMS) to provide the functionalities described below for at least 1,000 Users with varying levels of access, as well as a wide variety of experience in the use of online tools. The System must provide Mayor’s Office of Community Development (MOHCD) staff and potential and awarded Grantees with the ability to initiate, manage and monitor the entire granting process, including Grantee Project proposal set-up, submission, review and negotiations, grant award, reporting and reimbursement, and Agency and User setup and administration. Services provided shall include System planning and management, including but not limited to, requirements and design, integration, testing, acceptance, deployment, data migration (if applicable), training, and maintenance. Developer and Subscription System User support Monday through Friday, 8am - 6pm Pacific Time (as a minimum window of availability) is required. Live phone support is highly preferred. The System must include all products and services required for successful implementation, as well as System maintenance and updates over the full term of the Agreement. Services may include, but not be limited to, business process and technical assessment and recommendations, project planning, System implementation, data migration (if applicable) and troubleshooting, acceptance testing, training, and support.	Regular	11/30/2032
45971- 22/23	Public Health	\$2,000,000	The Department will contract for an on-premise instrument manager application. The instrument manager application is a middleware product that will connect the hospital lab instruments at Zuckerberg San Francisco General Hospital’s (ZSFG) Clinical Laboratory and Public Health Lab to the Hospital EHR Laboratory Information System. The instrument manager communicates lab results directly from the testing instruments to patient charts, fully automating results inside Epic health records. The instrument manager software eliminates manual input, and risks in data input inaccuracies. The professional services piece of this contract will be the implementation, training, testing and maintenance portion, required to use the on-premise software. The owner of the proprietary software, is the only organization that is able to provide support and staff to implement, train, test and maintain the system.	Regular	06/30/2028
40006 – 23/24	Public Utilities Commission	\$1,700,000	The purpose of this contract is to provide supplemental semi-annual and annual maintenance, calibration and as-needed repair services and hands-on-training for Wastewater Enterprise (WWE) maintenance staff to maintain its boilers located at various wastewater facilities. Work under this contract includes maintenance and hands-on-training to the firing head, burner, burner windbox, tubes, refractory and filters. Work will also include emissions testing during the semi-annual and annual maintenance, to comply with Bay Area Air Quality Management District (BAAQMD) permits for operation of the boilers on dual fuel, natural gas and digester gas. This contract is to supplement semi-annual and annual maintenance tasks and any unplanned emergency as-needed repair work that cannot be performed by existing City staff. The Contractor will provide hands-on-training and knowledge for WWE maintenance staff. WWE maintenance staff does monthly maintenance and limited as-needed repair work. The maintenance staff does not have the expertise, knowledge, and manpower to perform all the supplemental semi-annual and annual maintenance tasks at this time. This limited scope of work will not offset future staff work. As staff receive training and become proficient with the boilers, the intent will be to transfer the maintenance tasks and emergency as-needed repair work to WWE maintenance staff.	Regular	1/31/2029

PSC	Department	Amount	Type of Service	Type of Approval	Duration
42574 – 23/24	Public Utilities Commission	\$300,000	The Consultant will assist SFPUC in conducting a nationwide search to fill the high-level positions which are critical to the San Francisco Public Utilities Commission (SFPUC) by recruiting candidates, screening candidates, conducting interviews, vetting candidates, and assisting in negotiations. Staff from the proposed Recruitment Services Firm will meet with Executive Staff and other stakeholders of the SFPUC to determine the core competencies, prepare a work plan with detailed timeline to conduct a search and identify top qualified candidates. Additional activities include, but are not limited to the following Task Descriptions (1-5): 1) Meet with subject matter experts to obtain in-depth knowledge of position requirements, organizational needs, competencies and ideal candidate; 2) Develop recruitment strategy including development of refined job description, developing advertisement materials and diversity strategy; 3) Build candidate pool and source candidates through active recruitment and network; 4) Present candidate pool to organization, vetting candidate qualifications, conduct reference / background checks; 5) Establish final selection process with SMEs and work with organization to make a selection.	Regular	01/31/2028
47681 – 23/24	Public Utilities Commission	\$2,000,000	<ul style="list-style-type: none"> <li>Bank or third-party Electronic Bill Payment and Presentment System (EBPP) services: Electronic presentment of SFPUC bills to current and future bill pay customers through an EBPP Service.</li> <li>Bill pays consolidation services: Consolidation of electronic bill payment volumes produced through the various service providers in the industry.</li> <li>Branded EBPP services: Vendor hosted SFPUC branded EBPP Service to electronically deliver bills and accept electronic payments to/from SFPUC.</li> <li>Alternate and emerging electronic bill presentment and payment services; optional services and technologies that help SFPUC increased use of EBPP, reduce paper bills and / or increase electronic payments</li> <li>Marketing and promotion services: Increase enrollment of SFPUC customers into SFPUCs branded EBPP Service</li> </ul>	Regular	08/31/2029
47933 – 23/24	Public Utilities Commission	\$1,545,332	Provide emergency technical support 24-hours a day, maintenance, and remote monitoring of the Distributed Controls System (DCS) software and hardware modules, software patches and upgrades, and phased equipment upgrades at the Southeast and Oceanside Plants. It also establishes a procedure to keep Wastewater Enterprise (WWE) systems up-to-date, which will allow WWE to effectively manage the wastewater treatment systems	Regular	06/01/2027
48314 – 23/24	Public Utilities Commission	\$2,000,000	The SFPUC’s capital infrastructure projects are covered by a Project Labor Agreement which establishes a uniform process for contractors to facilitate the hiring and management of their professional trades workforce during the construction activities on our capital projects. The agreement further provides a process by which unions and contractors can work with local area community service providers and partners to identify, recruit and train local workers in pre-apprenticeship programs to foster career pathways into the trades for local residents in order to meet mandatory Federal, State, and local workforce requirements, including the State’s Journey to Apprenticeship ratios and the City’s Local Hire Policy for construction. In order to ensure contractors have the ability to recruit local workers with the necessary skills to participate on our capital projects, the SFPUC supports local community organizations with providing union, approved, multi-craft core curriculum, and pre-apprenticeship construction skills and awareness training. Successful graduates can be referred into local area union apprenticeships, including but not limited to, Carpenters, Laborers, Operating Engineers, and Electricians apprenticeships to work on our heavy civil projects and/or other projects in their area.	Regular	06/30/2029



PSC	Department	Amount	Type of Service	Type of Approval	Duration
49639 – 23/24	Public Utilities Commission	\$2,000,000	<p>Research conducted in the SFPUC Watersheds under this agreement will meet the following objectives: 1. Sustain the vegetation health, biodiversity, and enhance habitat and ecosystem services on SFPUC urban and wildland urban interface lands by addressing invasive species issues, drought, climate change, fire risk and other threats. 2. Sustain Bay Area biodiversity and ecosystems by investigating interconnections among changes caused by biotic and abiotic factors, such as temperature; quantity and quality of available water; native, non-native, and invasive plants, animals, pests, and pathogens; and past and current stewardship actions on SFPUC Watershed lands. 3. Use a science-based approach to improve success and efficiency of SFPUC restoration and conservation activities and manage vegetation in forests, wildlands, open space areas and other vegetated lands in the wildland urban interface or other disturbed lands in the Greater San Francisco Bay Area. Primary studies will investigate tree decline and water relations in the wildland-urban interface and gather data that quantifies how trees survive in prolonged drought periods, the impact of native or exotic tree water-use during drought and/or storms on the water balance and how trees in the Bay Area wildland urban interface lands will respond to future climate extremes. Climate extremes call for research to determine how heat and drought, storms and flooding impact plant health and mortality risk, and related consequences for fuels profiles, tree regeneration, and weed invasion. Water-relations and hydrological drivers of tree water availability will be evaluated and opportunities to capitalize on plants natural water use efficiency characteristics will be explored. Finally, aspects of tree and plant health and the ecosystem services they provide will be examined. A second suite of projects will examine riparian forest health and how to improve habitat restoration in riparian systems. SFPUC has concerns about the health of native California sycamores (<i>Platanus racemosa</i>) and sycamore riparian habitat (a defined sensitive natural community) across its range and within areas managed by the San Francisco Public Utilities Commission. Increased mortality of mature trees has been reported over the past several decades, along with lower-than-expected levels of fruit production and poor recruitment of both seedlings and resprouts. In Bay Area restoration sites, planting nursery-origin sycamores has yielded relatively low success rates, and restoration activities in the area have been implicated for unintentional introductions of soil-borne <i>Phytophthora</i> (a concerning plant pathogen) species. Research under this agreement will continue to inventory and track overstory tree health as well as investigate causes of declining health and mortality of overstory trees and sycamore regeneration. Sycamore anthracnose (<i>Apiognomonia platani</i>), <i>Phytophthora</i> diseases, canker diseases (e.g., <i>Macrodiplodiopsis desmazieri</i>), wood-decay, and abiotic factors will be examined in detail.</p>	Regular	06/01/2029

PSC	Department	Amount	Type of Service	Type of Approval	Duration
49492-23/24	Public Works	\$6,000,000	The Request for Proposal (RFP) Solicitation is seeking Contract Management / Project Controls (CM/PC) professional services during design and construction of the public work portion of a public / private joint development project. The CM/PC consultant team will support of the City's core Project Management/Construction Management (PM/CM) team in managing and administering the design and construction period performed under the City's first Design-Build-Finance-Operate-Maintain (DBFOM) Agreement which the City will execute directly with an infrastructure development team. This project delivery method and DBFOM Project Agreement contemplates a unique commercial structure and contracting approach where the lead infrastructure developer enters into a subcontract with a design-build contractor to perform all design and construction work. For this reason, the roles and responsibilities of the City's core PM/CM team which will be supported by the CM/PC consultant team are different than traditional design-build delivery. Due to the streamlined approach to contract management of design and construction performed under a DBFOM project delivery method, this RFP is seeking a streamlined Consultant Team to perform the Scope of Services. Of the limited number individuals who would constitute the Consultant Team who is selected to perform this Scope of Services, these individuals are expected to be highly specialized with demonstrated experience meeting the minimum qualifications including experience administering a DBFOM Agreement with project-specific commercial and financial provisions and management systems tailored to this type of agreement and risk allocation.	Regular	04/01/2031
49802 – 23/24	Technology	\$9,900,000	Contractor will provide services to monitor and administer Avaya telephone Switches and telecom used by all City departments. These 24x7 services include: 1. Monitor and respond to alarms and resolve failures in a timely manner in accordance with Service Level Agreement. 2. Regularly install the most current released software versions and patches for all covered equipment. 3. Maintain accurate equipment records, routing guides (runbooks), and network maps that are updated after all system migrations, upgrades, relocations, redeployments, and disconnections. 4. Reduce active port counts as certain City departments migrate away from their legacy Avaya infrastructure.	Regular	11/30/2028
42280 – 23/24	Public Health	\$500,000	As needed, temporary, supplemental and accredited cancer registry personnel services for the Health Information Management System (HIMS) department of San Francisco Health Network which includes Zuckerberg San Francisco General Hospital (ZSFGH) and Laguna Honda Hospital (LHH). This service assists current staff to manage and maintain the Cancer Registry for abstracting cancer cases as required by Federal and State laws, meet standards of the Joint Commission and American College of Surgeons, conduct case finding and studies, and maintain documentation for the tumor board. The service is needed to meet unanticipated workload peaks in demand and whenever accredited staff is unavailable.	Regular	11/30/2027

PSC	Department	Amount	Type of Service	Type of Approval	Duration
43332 – 16/17	Airport	Current Approved Amount \$380,000,000 Increase Amount Requested \$40,000,000 New Total Amount Requested \$420,000,000	Project Management Support Services (PMSS) and Design Build (DB) teams will manage and complete the design and construction of the International Terminal Building (ITB) Refresh Project at the San Francisco International Airport (Airport). Services include project controls, scheduling, document control, design management, contracts management, architectural and engineering design services, and construction of the project. This project includes renovation of the International Terminal to improve passenger processing, design and construction of modifications to the arrivals and departures levels, including upgrades to the security screening checkpoints, Federal Inspection Service Area, security and access control systems and equipment, Customs and Borders Protection (CBP) support areas, and various utility and support infrastructure upgrades. Of the PSC Amount requested, construction costs will account for an estimated \$322,000,000	Modification	12/31/2026
46791-19/20	Public Health	Current Approved Amount \$599,000 Increase Amount Requested \$200,000 New Total Amount Requested \$799,000	Contractor will provide multi-lingual telephone answering services for several programs within the Department of Public Health, including the Behavioral Health Services, Communicable Disease Control and Prevention, Environmental Health Bureau, Health at Home, Laguna Honda Hospital, Primary Care, and Zuckerberg San Francisco General Hospital. Services include hearing impaired, telecommunications device for the deaf (TDD) services/ equipment and sufficient staff to handle calls with computerized system to record call times with details, while maintaining records of information for monthly reports for volume and call statistics.	Modification	06/30/2030
49622 – 18/19	Technology	Current Approved Amount \$1,894,973 Increase Amount Requested \$0 New Total Amount Requested \$1,894,973	Vendor will install a Jail Management System (JMS) and to work with San Francisco Sheriff Department Information Technology Support Services Staff (ITSS) to configure a prototype of the Inmate Booking Module in JMS. This service shall include a subscription to use the JMS software in conjunction with the San Francisco Sheriff Department existing Microsoft Dynamic CRM licenses. The prototype would be used by San Francisco Sheriff Department in a non-production environment for the duration of the subscription (12 months) in order to confirm that Vendor's JMS will meet the jail management system needs of San Francisco Sheriff Department. The scope, assumptions, and costs presented in this SOW represent Vendor proprietary experience and knowledge. A. Project Scope Vendor will work with San Francisco Sheriff Department to install Offender360 JMS and all technology components associated with the software in a non-production San Francisco Sheriff Department environment on their server hardware. Vendor will conduct a series of training workshops with San Francisco Sheriff Department Information Technology Staff to enable San Francisco Sheriff Department To make configuration changes to the standard JMS Booking module and develop a non-production prototype that meets the specific business requirements of San Francisco Sheriff Department for the booking process. Vendor will include in the services a 12 month subscription of the Offender360 JMS software to allow San Francisco Sheriff Department users to test the application in a non-production environment for up to 12 months. The result of this project will provide a prototype that will enable San Francisco Sheriff Department to validate and confirm that Offender360 will meet the jail management system needs of San Francisco Sheriff Department.	Modification	03/31/2026

**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.

(8) COMMISSIONERS' ANNOUNCEMENTS/REQUESTS

(9) ADJOURNMENT