



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

**LONDON N. BREED
MAYOR**

**AGENDA
Special Meeting
January 30, 2024**

**1:00 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 # 2663 134 4356. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: # 2663 134 4356
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, 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 # 2663 134 4356.

Special Meeting January 30, 2024

1:00 p.m.

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

REMOTE ACCESS PROCEDURES

Phone Number
(415) 655-0001

Meeting ID #
2663 134 4356

- 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 and the web address is 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 (4th) 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, 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/.

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 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, or on the City's website at 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

(a) Regular Meeting of December 18, 2023 – 2:00 p.m.

Recommendation: Adopt the Minutes.

(b) Amend the Minutes of Regular Meeting of December 4, 2023 – 2:00 p.m.

Recommendation: Revise stated action taken on December 18, 2023, on the Minutes of December 4, 2023, on Item #5 File No. 0239-23-1 Report on the Status of De-Identification for Classification-Based Testing Recruitment and action from “Adopted the report.” to “Accept the report and consider possible modifications to the Rules on De-Identification at a future meeting.”

(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. 0008-24-8) – Action Item**

| PSC | Department | Amount | Type of Service | Type of Approval | Duration |
|-------------|--------------------|--------------|---|------------------|-----------|
| 46300-23/24 | City Administrator | \$2,500,000 | The Office of Contract Administration (OCA) manages eight contracts for the purchase of proprietary system furniture to be used Citywide. The furniture includes cubicles, wall panels, seating, and other materials required to configure a workspace, and manufacturers include: K1, Knoll, Haworth, National, and Allsteel. Each contract has been awarded to an authorized distributor for that manufacturer based on being the lowest responsive bidder to solicitations issued by OCA in 2020. While these are commodity contracts awarded in 2020, they require the awarded suppliers to oversee the selection/configuration of furniture for a particular space and its installation within that space. Because of the proprietary and complex nature of the furniture, only authorized distributors of the manufacturer have (A) the expertise to select and configure the appropriate system furniture for a space and (B) the authority by the manufacturers they represent to install it in that space. Further, any warranty on the system would be voided if the City were to attempt to install such furniture on its own. | Regular | 9/30/2026 |
| 49854-23/24 | City Administrator | \$1,750,000 | The proposed work is for contractors to provide American Sign Language (ASL) interpreter services for City departments. The contractors will be responsible for dispatching interpreters when requested, matching the skills of interpreters with specific requests, and tracking and billing for the services provided. ASL is a complete and natural language with the same linguistic properties as spoken languages but with a unique grammar different from English. It is expressed through hand and facial movements and is the primary language of many North Americans who are deaf or hard of hearing. ASL interpreters provide specialized language services to ASL users, which will be provided as needed. | Regular | 2/28/2029 |
| 47440-23/24 | Controller | \$15,000,000 | Perform specialized audit, analytical and technical assistance consulting and training services to maximize the effectiveness of the Controller's Office City Services Auditor function to assess and improve the financial condition, and performance of City departments, and protect critical City data infrastructure. | Regular | 1/28/2029 |

| PSC | Department | Amount | Type of Service | Type of Approval | Duration |
|-------------|-------------------------|-----------|--|------------------|------------|
| 41725-23/24 | Human Rights Commission | \$150,000 | Contractors shall provide on-call consultant services to design and facilitate racial equity and restorative justice discussion spaces and trainings for employees of law enforcement and justice departments in the City and County of San Francisco. The consultant would lead: Large group discussion spaces or training for employees in law enforcement and justice departments: -Identify objectives and structure for discussion spaces (e.g. circles, trainings, workshops, activities, etc.), in collaboration with Racial Equity Leaders, the Office of Racial Equity, and department management. -Design activities and content for the discussion spaces. -Facilitate the discussion spaces. -Identify areas for further learning and recommend next steps. Small group discussion spaces for Racial Equity Leaders in law enforcement and justice departments: -Debrief the large group discussion spaces with Racial Equity Leaders. -Design and facilitate healing-centered activities for Racial Equity Leaders, as needed, including around how to move racial equity work within their agencies. -The small discussion spaces would be around six-times per year (bi-monthly or quarterly) in 2024 and 2025. The consultant needs to have knowledge of and/or experience with: -Healing-centered approaches to facilitation and learning, especially for communities that are disproportionately incarcerated. (e.g. Black, American Indian, Latinx, Pacific Islander) -Cultures within law enforcement and related departments. (e.g. police, sheriff, probation, district attorney, public defender) -Emerging practices to dismantle racism in law enforcement and justice systems. -Restorative justice training. | Regular | 12/29/2028 |
| 42740-23/24 | Human Rights Commission | \$550,000 | The Contract and Grant Monitoring System and Support (CGMS) is an online application that serves as the primary contract monitoring and invoicing mechanism between grantees and the Human Rights Commission. This contract will provide CGMS system and support services related to daily application and data backup, application hosting and connectivity, project management, user support, security, implementation and monitoring, data integration, software bug fixes, additions to data collection, browser compatibility testing, general code optimization, and ongoing customizations. | Regular | 12/31/2027 |
| 45484-23/24 | Police | \$335,000 | One-time Professional Services engagement to set up ALPR cameras. Includes site and safety assessment, camera setup and testing, and shipping and handling in accordance with the Safety Standard Implementation Service Brief. | Regular | 2/28/2025 |
| 42790-23/24 | Port | 4,000,000 | To create an as-needed engineering contract with consulting teams capable of providing a wide range of engineering and construction management services on an as-needed basis for Port capital and on-going projects. Such projects may be marine related for maintenance and improvements of the Port's aging infrastructure. This is for a contract that received prior approval under PSC number 49819 – 21/22 approved on April 15, 2022, but because of lengthy contract negotiations, we are needing to return to the Commission for approval. | Regular | 11/30/2027 |

| PSC | Department | Amount | Type of Service | Type of Approval | Duration |
|-------------|-----------------------------|-------------|--|------------------|---|
| 47988-23/24 | Public Health | \$4,000,000 | The selected Contractor(s) will support the Department in various short-term projects in support of Behavioral Health Services (BHS) programs and initiatives, California Advancing and Innovating Medi-Cal (CalAIM) initiatives and other programs all with the aim to improve care and outcomes for vulnerable populations including Medi-Cal enrollees. For the initial project the selected contractor(s) will provide services to assess, plan, design and brief the department on the following topics: 1. Street Interventions: Design/assessment of ways to collaborate with police in order to decrease distressing street behaviors associated with serious mental illness and substance use; 2. Crisis Responses: Provide input on program design of a planned crisis response unit; 3. 911 Clinicians: Support the design of a 911 embedded clinician triage function, a planned new program to embed clinicians, while also examining 911, EMS and law enforcement interactions; and 4. Involuntary Transports Support: designing involuntary transport system for people on an involuntary psychiatric hold OR involuntary medication order. | Regular | 12/31/2027 |
| 49726-23/24 | Public Health | \$7,500,000 | In support of Laguna Honda Hospital's (LHH) recertification efforts in the Center for Medicare and Medicaid Services provider participation program, the selected contractor will support San Francisco Department of Public Health (SFDPH) leadership in designing, creating, establishing and maintaining critical processes related to LHH recertification, facility improvement and long-term stabilization. Specifically, selected contractor will facilitate strategy deployment, overarching project management, facilitation and follow up, as well as develop and implement an information reporting structure and process. Selected contractor will also enhance strategic communication abilities by providing a triage function for incoming requests internal to the City, as well as creation of communication documents, messaging and related collateral as required. Selected contractor will also serve as project manager and leader, potentially managing all aspects of the project lifecycle, including project development, defining deliverables, team facilitation, driving towards defined goal completion, aiding in decision support and managing timelines and ensuring deadlines are met. | Regular | 2/28/2027 |
| 38629-23/24 | Public Utilities Commission | \$3,800,000 | The California Public Utilities Commission (CPUC) has awarded \$3.8mil to CleanPowerSF to fully fund the administration of a new energy program to benefit CleanPowerSF's customers. The Program will provide cost-effective energy efficiency through retrofits and direct installation of equipment for businesses and organizations in the food service sector. CleanPowerSF will solicit and contract for this work from an Energy Service Company (ESCO), as this will be fully funded by the CPUC, which specifically directs CleanPowerSF to enlist an ESCO for program implementation, per the approved program design. The ESCO will provide turnkey professional services including customer acquisition and conducting customer pre-qualification and securing customer consent energy audits and site visits (that may be virtual) of the customer's facility to assess energy savings opportunities, execution of a contract between the ESCO and the customer and subcontracting the installation of the energy efficiency measures identified in the energy audit. The ESCO will conduct installation via its pool of pre-qualified and vetted installation contractors. Each installation contractor will work with the customer to schedule and install the measures selected. The ESCO will also conduct commissioning and training as needed. | Regular | 2/28/2029 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |

| PSC | Department | Amount | Type of Service | Type of Approval | Duration |
|-------------|-----------------------------|--------------|---|------------------|--|
| 41527-23/24 | Public Utilities Commission | \$18,000,000 | The SFPUC requires a highly specialized Consultant firms capable to handle confidential knowledge of the SFPUC's security vulnerabilities and overall security program. It is critical to the SFPUC Homeland Security's strategy to confine this critical knowledge of SFPUC's facilities, utility systems, systems design, and vulnerabilities to limited sources. A confidentiality agreement is required for all intellectual information and related documents shared with and produced by technical security consultants set to safeguard the institutional history and confidential information of the SFPUC's facilities and assets, security vulnerabilities and that of the overall security program. The consultant(s) are needed to support the SFPUC's Enterprisewide security design criteria and elements, regional and master security server hardware and software requirements, communications and network strategy, and security policies and procedures. The consultant(s) would coordinate this work with other City and SFPUC Departments including ITS, Operations, Infrastructure, San Francisco Public Works (SFPW), SFPW Building Design Construction - Architecture (SFPW-BDC), Department of Technology Information Systems (DTIS), and Homeland Security. The security projects scope encompasses all the facilities for Water, Wastewater, and Power Enterprises. Major capital projects at various operating facilities require security upgrade components in order to benefit already planned process, mechanical and electrical upgrades scopes. By integrating security scope with other planned capital improvement upgrades allows project delivery efficiencies to limit facility disruptions during construction phase. | Regular | 6/2/2031 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |
| 42794-23/24 | Public Utilities Commission | \$5,000,000 | The contract will conduct hydrologic, geomorphic, biological, and related river ecosystem science and management work on an as-needed basis in relation to existing and future agreements with the US Department of Interior under the Raker Act. | Regular | 5/4/2033 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |
| 49686-23/24 | Public Utilities Commission | \$17,000,000 | Provide the back-office services necessary to operate CleanPowerSF, the City's Community Choice Aggregation (CCA) program. In the context of CCA, back-office services include comprehensive customer care, account management, billing, and data services for the program. This allows for the tracking of participating customers, recording electric usage and billings via electronic data exchange with PG&E, and supporting the PUC's customer care call center in handling CCA related calls. | Regular | 11/30/2029 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |
| 42950-23/24 | Public Works | \$187,000 | Provide consulting services in support of a strategic initiative surrounding employee engagement and workplace satisfaction. This also builds capacity within the department to continue efforts done in the previous years that are related to employee engagement and workplace satisfaction. Consultant will design, develop, and administer all aspects of a workplace culture survey for San Francisco Public Works employees with the objective of detecting overall employee engagement and satisfaction, while achieving a high employee participation rate. Consultant will use survey response data to produce a concise, comprehensive executive summary of findings along with an analysis to assist Department in seeking additional information and feedback for potential improvement actions. Consultant will also provide support in identifying and prioritizing action items based in survey results, as well as guidance in implementing them. Consultant may provide services to address survey findings and support workplace culture. | Regular | 1/30/2030 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |

| PSC | Department | Amount | Type of Service | Type of Approval | Duration |
|-------------|-------------------------------------|---|--|------------------|---|
| 48355-23/24 | Public Works | \$21,000,000 | Provide architectural and multi-discipline design services involving renovation, relocation, adaptive re-use of existing health facilities, installation of specialized medical equipment, modifications to life safety systems and other infrastructure, new health facilities, and other City facilities. Selected firms shall have extensive knowledge of, and experience with general acute care facilities under jurisdiction of the Office of Statewide Health and Planning (OSHDP). | Regular | 7/30/2030 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |
| 46100-22/23 | Homelessness and Supportive Housing | Current Approved Amount \$720,000 Increase Amount Requested \$961,567 New Total Amount Requested \$1,681,567 | This request pertains to HSH’s COVID-19 response efforts to acquire properties to serve as Permanent Supportive Housing (PSH) options for guests exiting Shelter In Place (SIP) hotels and emergency COVID19 shelter sites. Acquiring properties to house current SIP guests is a critical component of the City’s SIP Rehousing Plan, and for vulnerable guests with comorbidities, successful rehousing could mean the difference between life and death. The Contractor will assist with coordination of property acquisition due diligence and related activities, including but not limited to: •Initial Feasibility Assessments as requested prior to the City entering into Letter of Intent (LOI) for acquisition, including site reports and preliminary physical needs assessments •Closing Due Diligence and Financial Modeling, including due diligence reports and analysis and project management. | Modification | 6/30/2025 |
| 31270-22/23 | Human Rights Commission | Current Approved Amount \$40,000 Increase Amount Requested \$460,000 New Total Amount Requested \$500,000 | The Public Relations (PR) Consultant shall provide public relations, writing and editing support to the Human Rights Commission’s in-house staff. The scope of this work shall include: •Public relations support to the Human Rights Commission as needed to generate positive media attention surrounding the Human Rights Commission’s programs, initiatives and overall mission. This can include but is not limited to producing and distributing press releases, organizing events, community outreach, crisis communication, internal communications and organizing press conferences, including securing locations, drafting speaker talking points and providing logistical support. • Providing culturally sensitive public relations support including but not limited to translation of press releases, connection to language specific press contacts, and culturally sensitive press events. • Using analysis of market research and the Human Rights Commission’s program and initiative goals, design creative collateral and content strategies for social media outlets. | Modification | 6/30/2025 |
| 43506-21/22 | Public Health | Current Approved Amount \$15,000,000 Increase Amount Requested \$9,500,000 New Total Amount Requested \$24,500,000 | Contractors will provide subacute skilled nursing care for patients who require ongoing specialized care, such as tracheostomy care, complex wound management, intravenous tube feeding and/or ventilator care after an acute hospitalization. Contractors may also provide skilled nursing level of care to accommodate surge overflow or other emergency situations. The patients will be treated for as long as medically necessary, providing uninterrupted service for the duration of the PSC. | Modification | 6/30/2026 |

| PSC | Department | Amount | Type of Service | Type of Approval | Duration |
|-------------|-----------------------------|--|---|------------------|---|
| 49806-20/21 | Public Utilities Commission | Current Approved Amount \$18,000,000 Increase Amount Requested \$11,000,000 New Total Amount Requested \$29,000,000 | PSC 41117-18/19 was approved by the Civil Service Commission on August 5, 2019, for the scope of work in this request. PSC 41117-18/19 expired on August 5, 2020, before execution of SFPUC Contract PRO-0140. This request will allow the SFPUC to complete the execution of Contract PRO.0140. Provide specialized and short-term augmentation to existing SFPUC staff for the construction management of the projects to be constructed for the 10-year Regional Water System Capital Improvement Program and the remainder of the Water System Improvement Program (WSIP) in the East Bay. Services will include project construction management, field contract administration, construction inspection, project controls, materials testing, Supplier Quality Surveillance (SQS), project administration and document control, startup and testing coordination, office engineering, and maintaining a regional field office for consultant and City staff. The 10-year Regional Water System Capital Improvement Program includes a series of projects that are planned to be constructed during the next 7 years, culminating in the Sunol Valley Water Treatment Plant (SVWTP) Ozone and Calaveras Substation project, which is estimated to be over \$100M in construction cost, which would require an extensive and specialized construction management team to be situated in a remote location. This PSC is to provide specialized construction management staffing and also to provide augmentation to existing SFPUC staffing to cover the temporary peak workload anticipated during the PSC duration. | Modification | 3/31/2029 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |
| 41604-18/19 | Recreation and Park | Current Approved Amount \$1,645,000 Increase Amount Requested \$315,000 New Total Amount Requested \$1,960,000 | Overall remedial engineering and dredge design services for the 900 Innes Park Project in San Francisco's Bay View Hunters Point Neighborhood. The work to be performed includes in-water sediment and hazardous building materials testing, treatment and stabilization analyses, hydrodynamic modeling, chemical partitioning and breakthrough analysis, preparation of cap design criteria to ensure cap performance, preparation of construction documentation for public bidding and construction administration. Sub-consultant services include surveying and regulatory permitting support to complete the regulatory permit approval process. Work to be performed by subconsultants include bathymetric, topographic, boundary and utilities location/surveying. Other work required includes responding to queries from the various agencies arising from the permitting process, preparation of additional exhibits and figures, and compensatory mitigation analysis and planning for addressing potential loss/impacts to aquatic habitat. | Modification | 7/31/2027 |
| 46699-23/24 | Technology | Current Approved Amount \$4,000,000 Increase Amount Requested \$3,000,000 New Total Amount Requested \$7,000,000 | Training users on the citywide Enterprise Licensed Geographic Information System (GIS) software products, and Geographic Information System Project consulting, on an as-needed basis. Prior to 2022 CSC did not require departments to include the proprietary licensing and maintenance costs for on-premise and cloud based software products. The totality of this request is \$3.5M for proprietary software licensing and maintenance for both on-premises and cloud software products, as well as up to \$500k in training and consultative services on an as-needed basis. Not all departments actually utilize the 100 hours of technical training and up to 100 hours of learning and service credits. This amount also encompasses the vendors GIS training pass which includes up to 50 training days per year for client departments use to learn about new features on the software suite of products. Scope Change: No changes from the original request, just extending 2 years to the agreement. | Modification | 6/30/2029 <i>Any approval will be conditioned on a status report to the Commission in year 4 of the PSC.</i> |

| PSC | Department | Amount | Type of Service | Type of Approval | Duration |
|-------------|---------------|---|---|------------------|------------|
| 49137-14/15 | Public Health | Current Approved Amount \$169,748,074 Increase Amount Requested \$100,000,000 New Total Amount Requested \$269,748,074 | Contractors will provide San Francisco General Hospital (SFGH) and Laguna Honda Hospital (LHH) a continuous, reliable source of intermittent, supplemental, and travel nursing personnel during high patient census, high acuity, unexpected staff illnesses and/or vacations, and to meet State nurse-to-patient staffing ratio requirements. In addition, SFGH is scheduled to transition to a new acute care facility in December of 2015. In order for that transition to be successful, the current staff will require training on the new equipment, technology, patient flow and workflow processes. Supplemental contract nurses and ancillary personnel will be necessary to provide surge capacity in order to back-fill SFGH staff while they attend training sessions and scheduled "day-in-the-life" training simulations. | Modification | 10/31/2027 |

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.

- (8) Review of Progress Report for Personal Services Contract Number 43672-18/19 from the Municipal Transportation Agency. (File No. 0011-24-8) – Action Item**

Recommendation: Adopt the report.

- (9) Review of Progress Report for Personal Services Contract Number 45971-19/20 from the Municipal Transportation Agency. (File No. 0012-24-8) – Action Item**

Recommendation: Adopt the report.

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.

- (10) Review of Request for Approval of Proposed Personal Services Contract Number 49234-23/24 from the Department of Public Health – Omit Posting. (File No. 0009-24-8) – Action Item**

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

- (11) **Review of Request for Approval of Personal Services Contract Number 48385-23/24 from the Department of Public Health. (File No. 0010-24-8) – Action Item**

December 4, 2023: Continued PSC #48385-23/24 from the Department of Public Health to the meeting of January 30, 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) **Proposed Changes to Civil Service Commission Rules: 213 Certification of Eligibles – Police Department and 313 Certification of Eligibles – Fire Department (Secondary Criteria) to Create Efficiencies and Reduce Time-to-Hire. (File No. 0013-24-5) – Action Item**

Recommendation: Accept the report and post proposed amended Rules.

- (13) **Follow-Up Report on Registered Nurse Hiring from Department of Public Health. (File No. 0014-24-1) – Action Item**

Recommendation: Postponed to the meeting of March 4, 2024, at the request of Department of Public Health.

- (14) **Appeal by Christopher Dugan of the Denial to Accept his Late Application for the H030 Captain Examination. (File No. 0245-23-4) – Action Item**

Recommendation from the Department of Human Resources:

Adopt the report and deny the appeal by Christopher Dugan.

- (15) **Appeal by Erik Dubon of the Examination Administration for 0933 Manager V Behavioral Health Services Director of Substance Use Disorder System of Care (PBT-0933-136559). (File No. 0203-23-4) – Action Item**

Recommendation from the Department of Human Resources:

Adopt the report and deny the appeal by Erik Dubon.

- (16) **COMMISSIONERS' ANNOUNCEMENTS/REQUESTS**

- (17) **ADJOURNMENT**