

**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: ProLink Healthcare, LLC.	Division/Section:	DPH	
Address: 10700 Montgomery Rd. Ste 226 Cincinnati, OH 45242	Deputy Director:	Roland Pickens	
Contact: Doug Leininger	DPH Administrator:	Neda Ratanawongsa, MD	
Phone: 513-313-3032	Program Administrator:	Gary Cozzi	Phone: 415-327-9998
	Contract Analyst:	Lilly Nguyen	Phone: 628-271-6155

Request for approval of a New Professional Services Agreement with ProLink Healthcare, LLC. to provide temporary as-needed per diem and traveling respiratory therapists' personnel in support of the Department's ongoing operational and needs in the San Francisco Health Network. The total proposed contract amount is \$3,000,000 which includes a 12% contingency for the term of November 30, 2023 through November 29, 2025 (2 years).

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
SFGOV-0000008473 <Sole Source Number>
<Approval Date>
- 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. N/A

CONTRACT INFORMATION

Proposed Transaction

November 30, 2023 through November 29, 2025

FUNDING SOURCES:

General Fund	\$2,640,000
<u>TOTAL DPH REVENUES:</u>	\$2,640,000
12% Contingency Amount	\$360,000
<u>TOTAL CONTRACT AMOUNT WITH CONTINGENCY:</u>	\$3,000,000
<u>ONE-TIME UPFRONT COSTS:</u>	N/A
<u>ANNUAL AMOUNT OF CONTRACT*:</u>	\$1,320,000
<i>*Excludes one-time upfront/implementation costs.</i>	

[FOR PROGRAM ADMINISTRATION CONTRACTS ONLY]

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

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<u>TOTAL DIRECT EXPENSES:</u>	
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PROPOSED BREAKDOWN OF ITEMS/SERVICES

Purpose of Contract:

Item or Service	Per Diem	Traveling	On-Call Factor	Call Back
Respiratory Therapists Personnel Rates				
1) Weekdays – 8 - 12 Hours	\$70	\$82	\$7	\$7
2) Weekends – 8 - 12 Hours	\$74	\$86	\$7	\$7

ProLink Healthcare, LLC. will provide as-needed per diem and traveling respiratory therapists personnel services to the San Francisco Health Network, Zuckerberg San Francisco General Hospital & Trauma Center (ZSFG), Laguna Honda Hospital (LHH) and other San Francisco Health Network facilities in support of the Departments for ongoing operational needs.

ProLink Healthcare, LLC. is a full-service workforce management consultant that has been delivering clinicians throughout the country since 2011. The organization partners with a range of healthcare providers and systems including government, non-profit, private and public entities.

RFP SF-GOV000008473 established two contracts. ProLink Healthcare, LLC. was ranked the highest proposer. The Department will prioritize calls based on RFP scores earned, with the highest responsive bidder being called first, the second highest bidder called second, etc. The City reserved the right acting in its sole discretion, during the course of the project to modify call priority based on contractor performance, availability and price. The City's right to reprioritize calls will be a material term of each agreement entered into. No right of action against the City will be created by such right to reprioritize calls. No vendor will be guaranteed any amount of work. The guarantee maximum sum of each agreement entered into will represent Department spending authority only and will not represent an amount guaranteed to be paid to the contractor.

The RFP allows for a contract of up to 9 years which includes contract options which may or may not be exercised.

Performance Monitoring:

The contract will be monitored by in accordance with site specific monitoring protocols and San Francisco Health Network monitoring procedures by the Program Manager assigned to these services.

Health Equity and Inclusion Compliance:

The Contractor will provide necessary information to comply with the Department's Office of Health Equity (OHE) requirements and will align with the citywide efforts on contract equity as overseen by the Office of Racial Equity (ORE) in the Human Rights Commission.

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

CEO: Tony Munafo, Chief Executive Officer

Board of Directors: Not Applicable

Owners of 10% or more of the Firm: Mike Munafo = 37%

Tony Munafo = 30.1%

All other ownership falls below the 10% threshold.
