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PSC Requests Scheduled for Hearing - 4/6/2026

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
DHRPSC0006061 - v0.01	AIR	New	\$60,000,000.00	\$60,000,000.00	Contractor will manage the San Francisco International Airport's (SFO or Airport) Curbside Management Program (CMP) for coordinating the Ground Transportation Operators (GTO) which include taxis, limousines, Transportation Network Companies (TNC), and autonomous rides. CMP staff will provide curbside assistance to passengers seeking door to door transportation. The CMP staff will monitor, coordinate and dispatch GTOs from the holding/staging areas; and provide administrative support for the CMP program and GTOs. Additionally, CMP staff are also responsible for reporting any GTOs for failing to comply with the Airport's procedures and/or rules and regulations which may result in a suspension of the driver from the program.	60	60	2026-04-06 14:00:00	Cynthia Avakian
DHRPSC0006064 - v0.01	AIR	New	\$9,000,000.00	\$9,000,000.00	Contractor will provide implementation for a new identity management system at San Francisco International Airport's (Airport). Contractor also provide support and maintenance for the proprietary software of the identity management system. The access control identity management system interfaces with multiple physical control security systems at the Airport. In addition to implementation and providing continued support and maintenance, this service will allow the system to integrate with additional security systems.	84	84	2026-04-06 14:00:00	Cynthia Avakian
DHRPSC0006015 - v0.01	AIR	New	\$2,500,000.00	\$2,500,000.00	San Francisco International Airport ("Airport") has an ongoing need for hardware, software support and maintenance which must be provided by a Lenel OnGuard Access Control System ("ACS") trained and certified supplier. The Lenel ACS provides measures for controlling access to the secured areas of the Airport through card readers, door locks and sensors. Due to the complexities of the system and consequence of error, the manufacturer does not grant this certification to its end users, but rather certifies	60	60	2026-04-06 14:00:00	Cynthia Avakian

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					third parties as Lenel certified suppliers to perform the work.				
DHRPSC0006118 - v0.01	DPH	New	\$1,100,000.00	\$1,100,000.00	<p>The contractor will provide qualified personnel to ensure the successful implementation and ongoing operation of the Patient Privacy Monitoring System. This includes managing the project from planning through deployment, configuring and integrating the system with DPH's Electronic Health Record (EHR) platforms, and validating functionality to meet HIPAA (Health Insurance Portability and Accountability Act), CMIA (California Confidentiality of Medical Information Act), and other regulatory requirements. The contractor will also deliver comprehensive training and knowledge transfer to DPH staff, equipping them with the skills to effectively use the system for monitoring, reporting, and investigation.</p> <p>In addition, the contractor will provide ongoing technical support and maintenance services to ensure system reliability, security, and performance. This includes troubleshooting, applying updates, and addressing issues promptly. The contractor's personnel will also offer compliance and privacy expertise, advising on best practices and assisting in the development of protocols to detect and mitigate unauthorized access to patient data.</p>	60	60	2026-04-06 14:00:00	Reanna Albert
DHRPSC0006144 - v0.01	DPH	New	\$20,000,000.00	\$20,000,000.00	<p>The Department of Public Health requires specialized, project-based technical resources and time-limited backfill to support upscaling for critical IT initiatives and maintain continuity of operations.</p> <p>Contractors will provide qualified personnel to perform the following services:</p>	120	120	2026-04-06 14:00:00	Reanna Albert

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					<ul style="list-style-type: none"> · Support EHR-related project work, including system configuration, optimization, upgrades, testing, and issue resolution, including provision of Epic-certified resources where required. · Provide application and business analysis support across enterprise systems to maintain and enhance system functionality and workflows. · Design, develop, and maintain system integrations and interfaces to ensure secure and reliable data exchange across clinical and business systems. · Develop and support reporting and data analytics solutions to meet operational, clinical, and regulatory requirements. · Provide project and program management services to plan, coordinate, and deliver IT initiatives within defined timelines and scope. · Deliver technical and field support services for system implementation, deployment, maintenance, and troubleshooting. · Provide temporary backfill of critical IT roles, including technical leads and management-level positions, to ensure continuity of operations while City staff are assigned to priority projects. · Deliver specialized technical consulting and 				

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					<p>advisory services as needed to support system implementation, optimization, and compliance requirements.</p> <p>These services are necessary to support Epic Wave 4 project work, including implementation, enhancement, integration, and sustainment activities across the Department's electronic health record and enterprise systems environment. Epic serves as the Department's primary electronic health record and requires ongoing specialized support across multiple modules. In addition, DPH-IT operates a complex portfolio of integrated enterprise applications, including Oracle PeopleSoft, UKG, and Netsmart Avatar, which require coordinated technical and functional support.</p>				
DHRPSC0005994 - v0.01	DPW	New	\$4,500,000.00	\$4,500,000.00	As-Needed professional design and consultation services for audio-visual, telecom, data, and security systems, including related low-voltage infrastructure to support San Francisco Public Works design staff. Services may include design of low voltage systems and development of system design drawings to support programmatic requirements for audio-visual, data, telecom and security systems including providing electronic security measures to monitor and control access to facilities and spaces.	84	84	2026-04-06 14:00:00	Belle Macaranas
DHRPSC0005899 - v0.01	DPW	New	\$34,000,000.00	\$34,000,000.00	<p>As-Needed Civil Engineering Services 2026:</p> <p>Provide specialized services in Civil Engineering. Work shall include roadway and sewer site improvement design, land surveying services, designing compliant curb ramps to applicable standards and Americans with Disabilities Act (ADA) requirements, collecting vehicle traffic information, and other civil engineering consultation services.</p>	84	84	2026-04-06 14:00:00	Belle Macaranas
DHRPSC0005976 - v0.01	HSA	New	\$2,738,758.00	\$2,738,758.00	The project will provide comprehensive domestic violence (DV) and intimate partner violence	48	48	2026-04-06	Elizabeth Leone

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					<p>(IPV) intervention and referral services to families involved with the child welfare system. The primary goal is to enhance the safety and well-being of both children and parents by addressing DV/IPV-related risks and needs.</p> <p>Key components of the services include:</p> <ul style="list-style-type: none"> • Crisis Intervention: Immediate support for families experiencing DV/IPV-related emergencies. • Individualized Safety Planning: Tailored strategies to protect survivors and children from harm. • DV/IPV Assessments: Structured evaluations to identify risk factors and service needs. • Home Visits & Outreach: Direct engagement with families to build trust and ensure continuity of care. • Referrals & Linkages: Connecting families to community resources such as counseling, housing assistance, and legal advocacy. <p>These services aim to reduce harm, promote family stability, and support long-term safety and resilience for children and caregivers impacted by domestic violence.</p>			14:00:00	
DHRPSC0006099 - v0.01	MTA	New	\$1,000,000.00	\$1,000,000.00	The proposed work is to provide professional services including but not limited to: prepare technical specifications and develop Job Order Contract System Unit Price Books (JOC UPB) containing 50,000 to 100,000 items of work; train staff and contractors for an SFMTA-customized JOC system; and provide customized software and management tools to administer the SFMTA's JOC program. This consultant contract is performance-based, and fees are paid as	72	72	2026-04-06 14:00:00	Amy Nuque

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					percentages of actual construction task orders issued after the master construction contracts are awarded.				
DHRPSC0006133 - v0.01	MTA	New	\$900,000.00	\$900,000.00	The Contractor will perform as-needed real estate analysis for joint development aspects of a capital project (FC072), Presidio Yard, funded by one-time allocations. The Contractor will only perform such service on a task order basis, which may include but not limited to a) identify potentially appropriate uses, based on a review of market conditions and trends, knowledge of development, financing practices and conditions, public benefit and infrastructure requirements, and/or other relevant parameters; b) estimate the costs of development, operation, and/or maintenance associated with proposed development projects; or c) perform pro-forma analysis of a development scheme, including multi-year cash flow analysis or land residual analysis; d) review development proposals and advise in the selection of a developer; e) review and analyze business terms and developed counter-proposals for complex real estate transactions; f) research and analyze market conditions and trends; g) determine the fiscal impacts of alternate development proposals; or h) perform nexus studies for impact fees; or i) perform economic analysis of urban housing markets; or j) assess the feasibility of different development finance tools or structures; or k) perform stakeholder research to inform the evaluation of a proposed development project or development tool's feasibility, and/or to inform the evaluation of an ownership structure, potential partnership, proposed tenant/user, or organizational structure's feasibility.	60	60	2026-04-06 14:00:00	Maggie Chan
DHRPSC0006090 - v0.01	MTA	New	\$1,000,000.00	\$1,000,000.00	Uninterruptible Power Supply (UPS) maintenance and repair service. Technician will perform regular schedule maintenance and require repair. UPS serves as the back-up electrical power to support SFMTA facilities and subway stations.	60	60	2026-04-06 14:00:00	Amy Nuque
DHRPSC0006105 - v0.01	PUC	New	\$206,000.00	\$206,000.00	The vendor will provide a comprehensive suite of proprietary software tools and supporting	24	24	2026-04-06	Olga Mejia-Rocha

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					services, including outage management, field solutions, geographic mapping, engineering analysis, and hosted communication tools. The scope includes installation on on prem and cloud servers; configuration of all applications; delivery of onsite setup; and user training across the outage management system, field tools, and communication services. The vendor will supply integration and technical support, with outage management and communication services.			14:00:00	
TOTALS:			\$136,944,758.00	\$136,944,758.00					

Department Summary

Department	New Count	Amendment Count	Total New Amount	Total Cumulative Amount
AIR	3	0	\$71,500,000.00	\$71,500,000.00
DPH	2	0	\$21,100,000.00	\$21,100,000.00
DPW	2	0	\$38,500,000.00	\$38,500,000.00
HSA	1	0	\$2,738,758.00	\$2,738,758.00
MTA	3	0	\$2,900,000.00	\$2,900,000.00
PUC	1	0	\$206,000.00	\$206,000.00
Column Total	12	0	\$136,944,758.00	\$136,944,758.00

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PSC Requests Scheduled for Hearing - 4/6/2026

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
DHRPSC0003458 - v1.01	POL	Amendment	\$533,240.00	\$893,240.00	Original coordinator's email: vincent.lee@sfgov.org. The contractor will provide factory certified technicians to manage print services for approx 632 Hewlett Packard (HP) and Canon printers and 4 plotters for the San Francisco Police Department (SFPD) at 32 City locations. The contractor will provide timely service, parts, toner, toner cartridge recycling and printer utilization reports for 65 different HP models.	36	72	2026-04-06 14:00:00	Vincent Lee

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
DHRPSC0006067 - v1.01	PUC	Amendment	\$5,000,000.00	\$13,000,000.00	<p>Emergency Firefighting Water System (EFWS), historically referred to as the Auxiliary Water Supply System (AWSS), is an independent high pressure water supply system dedicated to fire protection. It was installed in 1913 in response to the Great Earthquake and Fire of 1906 and consists of a 135-mile-long pipelink network, a high elevation reservoir with two large capacity tanks, two pumping stations, three fireboats and underground water storage tanks (cisterns).</p> <p>The selected Consultant will work under the direction of the SFPUC to provide planning and engineering design services for the EFWS and City's Water Distribution System pipelines. Some assignments may require SFPUC engineering staff to be integrated into the consultant project team. The Consultant's work objective will be to perform planning and engineering design services applying all applicable codes and SFPUC Procedures and regulatory requirements/guidelines administered by the State Water Resources Control Board, Division of Drinking Water. Projects are expected to pertain to pipelines, pump stations and fireboat manifold systems.</p>	0	108	2026-04-06 14:00:00	Olga Mejia-Rocha
DHRPSC0003672 - v1.01	PUC	Amendment	\$0.00	\$3,000,000.00	<p>Original coordinator's email: shale@sfwater.org. The SFPUC requests to solicit the services of a consultant to provide and support ongoing emergency preparedness, response, and support activities to all SFPUC enterprises and divisions. Specifically: Incident Command System (ICS) training under the National Incident Management System (NIMS) to SFPUC employees, updates to Field Operations Guides (FOG's) and Emergency Operations Plans (EOP's), assistance with the creation of an emergency drinking water distribution plan (in conjunction with DEM and other city partners), and other related emergency planning and response services to the SFPUC as needed. Consultant would additionally coordinate any needed updates of existing Divisional EOPs</p>	60	108	2026-04-06 14:00:00	Olga Mejia-Rocha

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					into the general EOP as necessary; and ensure that comments, corrections and editing discussed in after action report/post exercise briefings are incorporated into the EOP, DEOP, and/or FOG, as necessary and/or as prescribed. Consultant would work with SFPUC Emergency Planning and Security (EPS) team to strategize on how to update complex EOP documents, targeted at producing specific checklists for actionable emergency response for operating divisions and front line staff. Consultant would also work with EPS Team to design, coordinate, and conduct multi-divisional emergency response exercises to build upon smaller division specific exercises already being delivered by EPS team.				
TOTALS:			\$5,533,240.00	\$16,893,240.00					

Department Summary

Department	New Count	Amendment Count	Total New Amount	Total Cumulative Amount
POL	0	1	\$533,240.00	\$893,240.00
PUC	0	2	\$5,000,000.00	\$16,000,000.00
Column Total	0	3	\$5,533,240.00	\$16,893,240.00

Generated on: 3/20/2026, 9:56:20 AM by Suzanne Choi

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: AIR

Submitted By: Cynthia Avakian

Department Coordinator: Cynthia Avakian,
cynthia.avakian@flysfo.com

Project Manager: Nora Chin

ServiceNow Number: DHRPSC0006061

Version: 0.01

Version Type: New

Brief description of proposed work: Curbside Management Program at San Francisco International Airport

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$60,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 60

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: Contractor will manage the San Francisco International Airport's (SFO or Airport) Curbside Management Program (CMP) for coordinating the Ground Transportation Operators (GTO) which include taxis, limousines, Transportation Network Companies (TNC), and autonomous rides. CMP staff will provide curbside assistance to passengers seeking door to door transportation. The CMP staff will monitor, coordinate and dispatch GTOs from the holding/staging areas; and provide administrative support for the CMP program and GTOs. Additionally, CMP staff are also responsible for reporting any GTOs for failing to comply with the Airport's procedures and/or rules and regulations which may result in a suspension of the driver from the program.

Why are these services required and what are the consequences of denial?: The CMP is necessary to manage the curbside operations accessed by arriving air passengers using this service for departures from the Airport. Denial will eliminate the Airport's primary ground transportation management program and will result in chaotic conditions at the loading zones due to the competitive nature of the GTO industry. This program needs to be managed by an independent third-party so that Airport employees can serve as adjudicators in any dispute between GTOs and the CMP contractor. Without the program the Airport loses its required impartiality for the violation hearings.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 1

Why have you not hired City employees to perform the services?: The Airport is not able to fluctuate staffing during peak travel periods and special events, as the contractor is able to do. Additionally, the CMP needs to be operated independent of the Airport to avoid a potential conflict of interest during violation hearings.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: All formal contracts require Airport Commission approval.

Will any contracts under this PSC require Board of Supervisors approval: Yes

Provide details related to contracts for which BOS approval will be required?: Costs will likely exceed \$10M

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Temporary Basis

Q5a) Explain the Temporary basis of the services: Services needed to address a transitional or short-term situation

Q5b) Why do you believe this to be a transitional or short-term situation?: The Airport is not able to fluctuate staffing during peak travel periods and special events, as the contractor is able

to do. Additionally, the CMP needs to be operated independent of the Airport to avoid a potential conflict of interest during violation hearings.

Q5c) How will you ensure the services aren't needed once this PSC request has ended?:

Because of the limited real estate at SFO, we expect this to be an on going need.

Q5d) Describe the required skills and expertise needed to perform the services:

The ability to monitor and maintain multiple holding/staging/waiting areas for GTOs and to estimate the need for vehicles through the entire service day which ranges from 6am -

2am. Curbside dispatching capabilities include reporting and system management functions for GTOs are

required to manage supply and passenger demands accurately while minimizing disruption to Airport curbside

loading and roadways. Excellent customer service skills are needed to assist arriving passengers with GTOs and

deal with GTO drivers tactfully.

Q5e) Does the Department have employees with the required skills and expertise?: No

Q5f) not needed

Q5g) Will the services terminate upon resolution of the situation?: No

Q5h) Explain why: The Airport is not able to fluctuate staffing during peak travel periods and special events, as the contractor is able to do. Additionally, the CMP needs to be operated independent of the Airport to avoid a potential conflict of interest during violation hearings.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 5290 - Transportation Planner IV, 9135 - Passenger Service Specialist

Labor Unions: 021 - Prof & Tech Eng, Local 21, 200 - TWU Local 200

Labor Union Email Addresses: L21pscreview@ifpte21.org, local200twu@sbcglobal.net

Union Review Sent On: 1/27/2026

Union Review End Date: 2/26/2026

Union Review Duration Met On: 2/26/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: AIR

Submitted By: Cynthia Avakian

Department Coordinator: Cynthia Avakian,
cynthia.avakian@flysfo.com

Project Manager: Keaboka Molwane

ServiceNow Number: DHRPSC0006064

Version: 0.01

Version Type: New

Brief description of proposed work: Airport Identity Management System Implementation, Support and Maintenance

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$9,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 84

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: Contractor will provide implementation for a new identity management system at San Francisco International Airport's (Airport). Contractor also provide support and maintenance for the proprietary software of the identity management system. The access control identity management system interfaces with multiple physical control security systems at the Airport. In addition to implementation and providing continued support and maintenance, this service will allow the system to integrate with additional security systems.

Why are these services required and what are the consequences of denial?: This service is necessary to maintain the Airport's access control program. Denial of this request would hinder

the Airport's ability to remain in compliance with Transportation Security Administration (TSA) security regulations. This software is necessary to capture employee data to transmit background checks and receive approvals to issue badges through TSA.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 1

Why have you not hired City employees to perform the services?: Civil service classes cannot perform the work since these are proprietary systems that the system manufacturer requires their authorized personnel access to work on the software.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: All formal contracts are approved by the Airport Commission.

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: Yes. See attached letter from the manufacturer confirming these services must be performed by the manufacturer or an authorized reseller/distributor.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 1062 - IS Programmer Analyst, 1061 - IS Program Analyst-Assistant, 0923 - Manager II, 1064 - IS Prg Analyst-Principal, 1063 - IS Programmer Analyst-Senior

Labor Unions: 021 - Prof & Tech Eng, Local 21, 351 - Municipal Exec Assoc-Misc

Labor Union Email Addresses: L21pscreview@ifpte21.org, staff@sfmea.com

Union Review Sent On: 1/27/2026

Union Review End Date: 2/26/2026

Union Review Duration Met On: 2/26/2026



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November 8, 2021

San Francisco International Airport
Attention: Abedoon Jamal
Information Technology and Telecommunications
P.O. Box 8097
San Francisco, CA 94128

RE: HID Quote Number SF02022

Dear Sir or Madame:

In response to your request, please be advised that HID Global Corporation ("**HID**") is the sole publisher of HID SAFE Software. HID may authorize certain resellers to resell HID software maintenance, however, HID is the only company who will actually perform support and maintenance of the SAFE software (either directly to the end user or through authorized channels).

If you have any further questions or concerns, please feel free to contact me.

Sincerely,

Kathryn Hutton
Vice President, Deputy General Counsel

 hidglobal.com

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: AIR

Submitted By: Stephanie Dea

Department Coordinator: Cynthia Avakian,
cynthia.avakian@flysfo.com

Project Manager: Joyce Mamiya

ServiceNow Number: DHRPSC0006015

Version: 0.01

Version Type: New

Brief description of proposed work: Lenel OnGuard Access Control System Integrator - Maintenance and Integration Services

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$2,500,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 60

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: San Francisco International Airport ("Airport") has an ongoing need for hardware, software support and maintenance which must be provided by a Lenel OnGuard Access Control System ("ACS") trained and certified supplier. The Lenel ACS provides measures for controlling access to the secured areas of the Airport through card readers, door locks and sensors. Due to the complexities of the system and consequence of error, the manufacturer does not grant this certification to its end users, but rather certifies third parties as Lenel certified suppliers to perform the work.

Why are these services required and what are the consequences of denial?: These services are necessary to keep both the software and hardware components of the Airport's Lenel ACS

fully functional and integrated across terminals. If manufacturer certified maintenance and support services are not maintained, the availability of the system would be compromised which could jeopardize the security of the Airport and traveling public.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 1

Why have you not hired City employees to perform the services?: Civil service classes cannot perform the work since the manufacturer requires certified technicians to work on this system and does not provide training and certification to end users of the product.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: All formal contracts require Airport Commission approval.

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: Yes. See attached letter from the manufacturer confirming these services must be performed by the manufacturer or an authorized reseller/distributor.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 7318 - Electronic Maintenance Tech, 1052 - IS Business Analyst, 0931 - Manager III, 7329 - Electr Maint Tech Asst Sprv, 7287 - Sprv Electronic Main Tech, 0923 - Manager II, 1044 - IS Engineer-Principal, 1054 - IS Business Analyst-Principal, 1043 - IS Engineer-Senior

Labor Unions: 021 - Prof & Tech Eng, Local 21, 006 - Electrical Workers, Local 6, 351 - Municipal Exec Assoc-Misc

Labor Union Email Addresses: L21pscreview@ifpte21.org, ibew6@ibew6.org, oashworth@ibew6.org, staff@sfmea.com

Union Review Sent On: 1/27/2026

Union Review End Date: 2/26/2026

Union Review Duration Met On: 2/26/2026

Post Union Notification



Security and Access Solutions, Building Automation
www.honeywell.com

January 27, 2026

Joyce Mamiya
San Francisco International Airport
P.O. Box 8097
San Francisco, CA 94128

Re: LenelS2 Servicing

To Whom It May Concern:

Thank you for the opportunity to collaborate on an opportunity to provide LenelS2 to San Francisco International Airport. LenelS2 OnGuard is a proprietary system of Honeywell and any repairs would have to be performed by a certified value added reseller ("VAR").

Honeywell is excited for future collaboration between our teams and welcome the opportunity to share insight into our current capabilities and future direction. This letter is provided in relation to an RFP.

Please feel free to contact me if additional detail would be helpful.

Sincerely,

Michael Mack
Regional Sales Manager – Northern California
Security & Access Solutions
Honeywell | BUILDING AUTOMATION

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: DPH

Submitted By: Reanna Albert

Department Coordinator: Reanna Albert,
reanna.albert@sfdph.org

Project Manager: Muki LokUng

ServiceNow Number: DHRPSC0006118

Version: 0.01

Version Type: New

Brief description of proposed work: The contractor will provide qualified personnel to support the successful implementation and ongoing operation of the Patient Privacy Monitoring System. Services will include project management and implementation support, training and knowledge transfer, technical support and maintenance, and compliance and privacy expertise.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$1,100,000

Does contract include items other than services?: Yes

- On-premise Software Licenses: \$630,000

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 60

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: The contractor will provide qualified personnel to ensure the successful implementation and ongoing operation of the Patient Privacy Monitoring System. This includes managing the project from planning through deployment, configuring and integrating the system with DPH's Electronic Health Record (EHR) platforms, and validating functionality to meet HIPAA (Health Insurance Portability and Accountability Act), CMIA (California Confidentiality of Medical Information Act), and other regulatory requirements. The contractor will also deliver comprehensive training and knowledge

transfer to DPH staff, equipping them with the skills to effectively use the system for monitoring, reporting, and investigation.

In addition, the contractor will provide ongoing technical support and maintenance services to ensure system reliability, security, and performance. This includes troubleshooting, applying updates, and addressing issues promptly. The contractor's personnel will also offer compliance and privacy expertise, advising on best practices and assisting in the development of protocols to detect and mitigate unauthorized access to patient data.

Why are these services required and what are the consequences of denial?: The services are required to ensure successful implementation and ongoing operation of the Patient Privacy Monitoring System. These services include implementation, integration, troubleshooting, training, and ongoing support maintenance. Without these services, the system may be improperly implemented and set up, which could lead to defects and improper assessments. The software requires knowledge of the software, how to implement, how to integrate, troubleshoot, train, and support ongoing maintenance. Without knowledge, improper implementation and setup could lead to defects and improper assessments by the software.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

Yes

Q1a) Clearly describe & site the regulatory/legal requirements to support outsourcing:

Under federal regulation 45 CFR § 164.312(b), covered entities must implement hardware, software, and/or procedural mechanisms to record and examine activity in any systems that contain or use electronic protected health information (ePHI).

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: No

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services:

Specialized skills and expertise include 1) electronic health record (EHR) expertise, certified for Epic System modules 2) enterprise application knowledge 3) integration and interface

engineering 4) reporting and data analytics expertise across multiple platforms 5) project and program management for complex, multi-stakeholder IT initiatives 6) technical and infrastructure support skills for system deployment, maintenance, and troubleshooting.

Q5c) Does City have classifications with the required specialized skills or expertise?: No

Q5c1) Should City develop a classification to perform these services?: No

Q5c2) Explain why new a job classification is not feasible: The services require specialized skills and expertise that the software vendor will provide including but not limited to securing software engineering and architecture, data integration and interoperability, software audit and monitoring, healthcare privacy compliance, security certifications and controls, and solution configuration and tailoring.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: Yes

Q5e1) Clearly describe and detail the training activities: The contractor will transfer knowledge of how to operate the software.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: The work will not be transitioned back to the City because the services require specialized skills and expertise, including implementation, integrations, troubleshooting, support, maintenance, and ongoing HIPAA privacy regulatory updates, that City employees do not possess.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 1052 - IS Business Analyst, 1042 - IS Engineer-Journey, 1062 - IS Programmer Analyst, 1044 - IS Engineer-Principal, 1054 - IS Business Analyst-Principal

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 3/3/2026

Union Review End Date: 3/13/2026

Union Review Duration Met On: 3/13/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: DPH

Submitted By: Letania Ferreira

Department Coordinator: Reanna Albert,
reanna.albert@sfdph.org

Project Manager: Jeff Scarafia

ServiceNow Number: DHRPSC0006144

Version: 0.01

Version Type: New

Brief description of proposed work: DPH IT is seeking proficient resources across various IT categories to support Phase 4 Electronic Health Record (EHR) Project initiatives and broader enterprise system projects. Epic, the Department's electronic healthcare record, remains a central focus of these initiatives. The proposed work includes project-based roles, temporary backfill of roles on leave, and as-needed temporary resources for short-term bolus work.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$20,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 120

Funding

Funding Source: Private Grant, City Funds, State Funds

Special circumstances related to funding: Yes

Explain the special circumstances: These contracts offer no guaranteed work. They are often used to support projects that are priority initiatives and/or grant funded. The funding source varies depending upon the project.

Scope of Work

Clearly describe scope and detail the services to be performed: The Department of Public Health requires specialized, project-based technical resources and time-limited backfill to support upscaling for critical IT initiatives and maintain continuity of operations.

Contractors will provide qualified personnel to perform the following services:

- Support EHR-related project work, including system configuration, optimization, upgrades, testing, and issue resolution, including provision of Epic-certified resources where required.
- Provide application and business analysis support across enterprise systems to maintain and enhance system functionality and workflows.
- Design, develop, and maintain system integrations and interfaces to ensure secure and reliable data exchange across clinical and business systems.
- Develop and support reporting and data analytics solutions to meet operational, clinical, and regulatory requirements.
- Provide project and program management services to plan, coordinate, and deliver IT initiatives within defined timelines and scope.
- Deliver technical and field support services for system implementation, deployment, maintenance, and troubleshooting.
- Provide temporary backfill of critical IT roles, including technical leads and management-level positions, to ensure continuity of operations while City staff are assigned to priority projects.
- Deliver specialized technical consulting and advisory services as needed to support system implementation, optimization, and compliance requirements.

These services are necessary to support Epic Wave 4 project work, including implementation, enhancement, integration, and sustainment activities across the Department's electronic health record and enterprise systems environment. Epic serves as the Department's primary electronic health record and requires ongoing specialized support across multiple modules. In addition, DPH-IT operates a complex portfolio of integrated enterprise applications, including Oracle PeopleSoft, UKG, and Netsmart Avatar, which require coordinated technical and functional support.

Why are these services required and what are the consequences of denial?: If these services are not approved, DPH IT will be unable to adequately support critical project and operational needs, resulting in the following impacts:

- Delay or failure of wave 4 initiatives: key IT projects, including EHR enhancements, maintenance, integration, and enterprise system improvements.
- Disruption to clinical and business operations: insufficient staffing will reduce DPH-IT's ability to maintain and support core systems, including Epic Systems, which directly supports patient care

and hospital operations.

- Increased risk to patient safety and care delivery.
- Inability to meet regulatory and compliance requirements.
- Strain on existing staff and reduced service levels.
- Loss of operational continuity.
- Increased long-term costs and inefficiencies.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 6

Why have you not hired City employees to perform the services?: Because the workload for these initiatives fluctuates based on project timelines, system upgrades, and peak demand periods, it is not feasible to hire City employees for needs that are intermittent, specialized, and not part of ongoing operations.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: Health Commission approval will be required

Will any contracts under this PSC require Board of Supervisors approval: Yes

Provide details related to contracts for which BOS approval will be required?: BOS approval will be required

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Temporary Basis

Q5a) Explain the Temporary basis of the services: Services needed to address a transitional or

short-term situation

Q5b) Why do you believe this to be a transitional or short-term situation?: The services are required to support time-limited, project-based initiatives (wave 4), including system implementations, enhancements, integrations, and upgrade across DPH-IT systems. These efforts have defined timelines and deliverables and are not ongoing operational functions. Additionally, services include temporary backfill to maintain continuity of operations while City staff are reassigned to priority projects. Once projects are completed and staff return to their regular roles, the need for these services will diminish.

Q5c) How will you ensure the services aren't needed once this PSC request has ended?: DPH IT will ensure these services are not ongoing by 1) limiting engagements to defined project scopes and timelines 2) requiring knowledge transfer, documentation, and training to City Staff 3) transitioning any ongoing responsibilities (if needed) back to City staff upon project completion 4) using resources for peak workload and specialized needs, not ongoing operations.

Q5d) Describe the required skills and expertise needed to perform the services: Services require specialized expertise and experience, including: 1) EHR expertise, certified for Epic System modules, 2) enterprise application knowledge, 3) integration and interface engineering, 4) Reporting and data analytics expertise across multiple platforms, 5) project and program management for complex, multi-stakeholder IT initiatives, 6) technical and infrastructure support skills for system deployment, maintenance, and troubleshooting.

Q5e) Does the Department have employees with the required skills and expertise?: Yes

Q5f) Explain why the employees are not able to perform these services: Projects will be resourced using both City employees and as-needed contractor resources. The upscaling required to handle peak workload prevents City employees from handling the temporary workload. Additionally, City employees are often asked to support these new systems without prior experience directly in the new system. The contractors bring prior experience with the direct system and complete knowledge transfer to the City employees during the project.

Q5g) Will the services terminate upon resolution of the situation?: Yes

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 1052 - IS Business Analyst, 1042 - IS Engineer-Journey, 1093 - IT Operations Support Admn III, 1051 - IS Business Analyst-Assistant, 1041 - IS Engineer-Assistant, 1095 - IT Operations Support Admin V, 1092 - IT Operations Support Admin II, 1044 - IS Engineer-Principal, 1054 - IS Business Analyst-Principal, 1094 - IT Operations Support Admin IV, 1091 - IT Operations Support Admin I, 1053 - IS Business Analyst-Senior, 1043 - IS Engineer-Senior, 1032 - IS Trainer-Journey, 1090 - IT Operations Support Apprent

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 3/3/2026

Union Review End Date: 3/13/2026

Union Review Duration Met On: 3/13/2026

List of Previously Approved Contracts for Similar Services (Measured 3 years from the PSC Submission Date)

Instructions:

- Step 1: Download and save this template to your desktop.
- Step 2: Complete the fields below.
- Step 3: Upload a copy of the completed file to your PSC record under the "Required Documentation" tab.

Document Content:

Do not use this document to list contracts let under this PSC record; those will be tracked separately in the PSC record itself at the end of each fiscal year. Rather, use this template to identify other contracts executed by your department for the services now being requested with this PSC submission. The list of contracts should be limited to those executed within the last three years, measured from the date of the PSC submission. The Commission will use this information to determine if there is a pattern of contracting this or similar work out, regardless of which PSC record is associated with those other contracts.

Other than completing the blank fields below and adding row at the bottom, do not change or alter this template.

Dept Acronym:	DPH
Dept Name:	Department of Public Health
PSC Coordinator Name:	Reanna Albert
PSC Coordinator Email:	reanna.albert@sfdph.org
PSC ServicesNow Record No.:	DHRPSC0006144

PS Contract ID	Contract Start Date	Contract End Date	Contract Not to Exceed Amount	PSC ServicesNow Record Number (if PSC approval was obtained)	Brief Description of Services Rendered
1000031038	2/20/2024	2/14/2029	\$ 3,000,000	48084-22/23	Epic Phase 3 Specialized Consulting and Support
1000031047	4/1/2024	3/31/2029	\$ 3,000,000	48404-2223	Epic Phase 3 Specialized Consulting and Support
1000031043	3/1/2024	1/31/2029	\$ 3,000,000	48404-2223	Epic Phase 3 Specialized Consulting and Support
1000031019	2/15/2024	2/14/2029	\$ 3,000,000	48404-2223	Epic Phase 3 Specialized Consulting and Support
1000024117	7/1/2022	6/30/2027	\$ 154,455	44953-21/22	obtain professional services to support Mental Health Services
1000024146	10/1/2022	9/30/2028	\$ 8,000,000	40733-21/22	obtain professional services to support Mental Health Services

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: DPW

Submitted By: Don Sy

Department Coordinator: Belle Macaranas,
belle.macaranas@sfdpw.org

Project Manager: Julia Laue

ServiceNow Number: DHRPSC0005994

Version: 0.01

Version Type: New

Brief description of proposed work: As-Needed Audio-Visual, Telecom, and Security Design Services

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$4,500,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 84

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: As-Needed professional design and consultation services for audio-visual, telecom, data, and security systems, including related low-voltage infrastructure to support San Francisco Public Works design staff. Services may include design of low voltage systems and development of system design drawings to support programmatic requirements for audio-visual, data, telecom and security systems including providing electronic security measures to monitor and control access to facilities and spaces.

Why are these services required and what are the consequences of denial?: Audio-visual, telecom, data, and security system engineering consultation are specialized professional services

that are part of many construction projects and falls outside the expertise of the Bureau of Architecture and Bureau of Engineering. This service is necessary for Public Works to ensure effective program delivery, organizational efficiency, and identification of cost-saving methodologies and technologies to support current and future programs and operations. Denial of these services can negatively impact both the day-to-day operations and long-term mission and goals of the Department. Impacts may include inability to provide comprehensive design and construction services on existing and new City facilities.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 3

Why have you not hired City employees to perform the services?: The fields of audio-visual, telecom, data, and security system consulting are highly specialized field and require knowledge of applicable regulations, standards and knowledge of design and construction methodologies that fall outside area of expertise architects and engineers. The work is project-driven and intermittent and there is currently no sufficient ongoing demand that justifies the hiring of permanent City staff with the necessary expertise.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: Commission approval required for contracts equal to or exceeds \$230,000 (Minimum competitive amount).

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: Yes

Q5a1) Why are the services required on an as-needed, intermittent and periodic basis?: The need for the services is project-driven. The timing, scope and technical requirements vary by project and this work is not continuous across the Department. Maintaining permanent City staff with this specialized expertise would lead to underutilization and is not operationally efficient.

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services: Strong working knowledge in audio-visual, telecom, data, and security systems design, and the development of system construction documents including, but not limited to, drawings and written specifications. The fields of audio-visual, telecom, data, & security system design are highly specialized fields that entail regulations, standards and knowledge of design and construction methodologies that are specific to these disciplines.

Q5c) Does City have classifications with the required specialized skills or expertise?: No

Q5c1) Should City develop a classification to perform these services?: No

Q5c2) Explain why new a job classification is not feasible: The fields of audio-visual, telecom, data, & security design consulting require knowledge of regulations, standards and design and construction methodologies that fall outside the expertise of existing architectural and engineering classifications. The demand for these services is project-driven and intermittent and is not sufficient to support establishing a new classification and the hiring of full time permanent City staff with the necessary expertise. The use of outside, specialized consulting firms is an industry practice given the varying and non-continuous nature of this work.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: No

Q5e1) Explain why training of City employees is not required: Training is not required because the services involve specialized audio-visual, telecom, data, and security systems design that arises on a project-driven and on as-needed basis. The timing and technical requirements vary by project, and the volume of this work does not occur at a consistent level across the Department to support full-time staff with this specialized expertise.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: The services will continue to be required on an as-needed basis based on project needs. Maintaining permanent in-house staff with this specialized expertise would not be practical or efficient.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): -None- - None Selected

Labor Unions: No Union Selected -

Labor Union Email Addresses: anthony@dc16.us, charlie@local377.com, mbeauchamp@oe3.org, ccarr@oe3.org, pking@uapd.com, pfinn@ibt856.org, mleach@ibt856.org, plangrooferslocal40@gmail.com, laborers261@gmail.com, nick@dc16.us, PSCreview@seiu1021.org, lvega@nccrc.org, president@twusf.org, PSCreview@seiu1021.org, PSCreview@seiu1021.org, pking@uapd.com, mleach@ibt856.org, cpark@local39.org, jvarga@ibt856.org, PSCreview@seiu1021.org, L21pscreview@ifpte21.org, president@twusf.org, president@sfsherriffsmsa.org, cjohnson@bac3-ca.org, mhenneberry@teamsters853.org, staff@sfmea.com, mleach@ibt856.org, laborers261@gmail.com, president@twusf.org, jb@local16.org, local22publicsector@nccrc.org, john.lenny@sfgov.org, sfcwupresidentjmleonard@yahoo.com, local200twu@sbcglobal.net, staff@sfmea.com,

Louis@sfpoa.org, joshv@smw104.org, administration@sffdlocal798.org,
PSCreview@seiu1021.org, pmendeziamaw@comcast.net, dvickers@iam1414.org,
administration@sffdlocal798.org, larryjr@ualocal38.org, president@twusf.org,
WOrellana@opcmialocal300.org, L21pscreview@ifpte21.org, PSCreview@seiu1021.org,
President@sanfranciscodsa.com, staff@sfmea.com, mleach@ibt856.org, ibew6@ibew6.org,
oashworth@ibew6.org, sfdpoa@yahoo.com

Union Review Sent On: 3/3/2026

Union Review End Date: 3/10/2026

Union Review Duration Met On: 3/10/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: DPW

Submitted By: Belle Macaranas

Department Coordinator: Belle Macaranas,
belle.macaranas@sfdpw.org

Project Manager: Allison Chan

ServiceNow Number: DHRPSC0005899

Version: 0.01

Version Type: New

Brief description of proposed work: As-Needed Civil Engineering Services 2026

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$34,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 84

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: As-Needed Civil Engineering Services 2026:

Provide specialized services in Civil Engineering. Work shall include roadway and sewer site improvement design, land surveying services, designing compliant curb ramps to applicable standards and Americans with Disabilities Act (ADA) requirements, collecting vehicle traffic information, and other civil engineering consultation services.

Why are these services required and what are the consequences of denial?: Services are as-needed to assist Public Works on difficult or unique projects that require specialized civil

engineering expertise beyond the capabilities of existing staff, and to meet scheduling demands when the workload exceeds Department resources. Denial of this request could result in Public Works being unable to meet client department requirements and could lead to project delays that would increase construction costs.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: Commission approval required for contracts equal to or exceeds \$230,000 (Minimum competitive amount).

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: Yes

Q5a1) Why are the services required on an as-needed, intermittent and periodic basis?: This service will only be utilized on an as-needed basis when City staff do not have the capacity to fulfill all project requests, when a third-party reviewer is needed to support project work , or when specialized services are required.

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services:

Requires licensed Civil Engineers with expertise and familiarity with public works projects; expertise in roadway, curb ramp, traffic analysis, and sewer site improvement design; experience in writing reports and studies; ability to provide services to the City on short notice; and experience in City curb ramp standards and ADA requirements.

Q5c) Does City have classifications with the required specialized skills or expertise?: Yes

Q5c1) Identify the classifications: 5241 - Engineer, 5203 - Assistant Engineer, 5211 -

Eng/Arch/Landscape Arch Sr, 5201 - Junior Engineer, 5207 - Assoc Engineer

Q5c2) Does the Department have employees in these classifications?: Yes

Q5c3) Why are they not able to perform the services?: Civil Engineering services are provided by existing staff within the City; however, consultants are needed: a)when a project requires specialized expertise, b) when a project requires a third-party reviewer, or c) during peak workloads.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: No

Q5e1) Explain why training of City employees is not required: The need for consultant services is intermittent and only required on as-needed basis. There is no on-going demand that would require training City staff at this time.

Q5f) Is there a plan to transition this work back to the City?: Yes

Q5f1) Describe the transition plan, including the anticipated timeline: The Department constantly assesses the internal staff workload and expertise. Whenever feasible, this work will be performed by internal staff

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 5241 - Engineer, 5203 - Assistant Engineer, 5211 - Eng/Arch/Landscape Arch Sr, 5201 - Junior Engineer, 5207 - Assoc Engineer

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 12/23/2025

Union Review End Date: 1/2/2026

Union Review Duration Met On: 1/2/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: HSA

Submitted By: Patrick Garcia

Department Coordinator: Elizabeth Leone,
elizabeth.leone@sfgov.org

Project Manager: Elena Wong

ServiceNow Number: DHRPSC0005976

Version: 0.01

Version Type: New

Brief description of proposed work: Providing Domestic Violence Services to Child Welfare Families for survivor and offender intervention services while providing support to families that are at risk of involvement or involved in the child welfare system.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$2,738,758

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 48

Funding

Funding Source: Federal Funds, State Funds, City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: The project will provide comprehensive domestic violence (DV) and intimate partner violence (IPV) intervention and referral services to families involved with the child welfare system. The primary goal is to enhance the safety and well-being of both children and parents by addressing DV/IPV-related risks and needs.

Key components of the services include:

- Crisis Intervention: Immediate support for families experiencing DV/IPV-related emergencies.
- Individualized Safety Planning: Tailored strategies to protect survivors and children from harm.

- DV/IPV Assessments: Structured evaluations to identify risk factors and service needs.
- Home Visits & Outreach: Direct engagement with families to build trust and ensure continuity of care.
- Referrals & Linkages: Connecting families to community resources such as counseling, housing assistance, and legal advocacy.

These services aim to reduce harm, promote family stability, and support long-term safety and resilience for children and caregivers impacted by domestic violence.

Why are these services required and what are the consequences of denial?: To qualify for federal and state funding, counties must provide comprehensive domestic violence services. Per All County Letter NO. 23-105: ASSEMBLY BILL (AB) 153 (CHAPTER 86, STATUTES OF 2021), AND AB 2085 (CHAPTER 770, STATUTES OF 2022); SENATE BILL 1085 (CHAPTER 832, STATUTES OF 2022); WELFARE AND INSTITUTIONS CODE SECTIONS 224.1, 300, AND 300.2;

"Community Pathway: California's vision for prevention includes the implementation of a community pathway for families to access services prior to a call being made to the child abuse hotline and for families to access services through community-based organizations which may be more appropriate than direct involvement with the local child welfare or probation agency in certain cases. The emphasis is not just on addressing immediate needs, but also on developing resources and support systems to help families achieve long-term economic security and overall well-being, including addressing underlying issues that might be leading to a family's economic insecurity, such as domestic violence and substance abuse."

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 1

Why have you not hired City employees to perform the services?: The current 2940 classification is unable to deliver comprehensive DV/IPV services due to the high volume of existing client caseloads, which significantly limits their capacity to perform these specialized duties.

Child Welfare Workers are primarily responsible for coordinating and connecting clients to a range of services in alignment with case plans, rather than focusing on the direct provision of any single service. Our infrastructure is designed to facilitate comprehensive service coordination, not to specialize in individual service delivery.

Furthermore, other classifications, such as 2918 and 2916, are assigned to distinct functions and responsibilities, leaving a critical gap in the provision of DV/IPV services. This gap affects the ability to address domestic violence and intimate partner related risks and needs.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: Human Services Agency

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

Yes

Q1a) Clearly describe & site the regulatory/legal requirements to support outsourcing: To qualify for federal and state funding, counties must provide comprehensive domestic violence services. Per All County Letter NO. 23-105: ASSEMBLY BILL (AB) 153 (CHAPTER 86, STATUTES OF 2021), AND AB 2085 (CHAPTER 770, STATUTES OF 2022); SENATE BILL 1085 (CHAPTER 832, STATUTES OF 2022); WELFARE AND INSTITUTIONS CODE SECTIONS 224.1, 300, AND 300.2;

"Community Pathway: California's vision for prevention includes the implementation of a community pathway for families to access services prior to a call being made to the child abuse hotline and for families to access services through community-based organizations which may be more appropriate than direct involvement with the local child welfare or probation agency in certain cases. The emphasis is not just on addressing immediate needs, but also on developing resources and support systems to help families achieve long-term economic security and overall well-being, including addressing underlying issues that might be leading to a family's economic insecurity, such as domestic violence and substance abuse."

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: No

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services: These services require highly specialized expertise, knowledge, and experience in domestic violence and intimate partner violence to ensure survivor safety and effective intervention. The program provides comprehensive, trauma-informed safety and support during times of crisis, recognizing the complex dynamics, risks, and barriers survivors face. Services include crisis intervention, safety planning, lethality and risk assessment, individual counseling, support groups, shelter intake coordination, and housing assistance.

Beyond immediate safety, the program works to increase survivors' access to critical resources and equips them with tools to rebuild their lives free from fear and abuse. Through education

and advocacy, individuals learn to identify healthy relationships, recognize warning signs of abuse, and understand the systemic and psychological factors that contribute to violence. This specialized approach is essential to promoting long-term safety, empowerment, and healing for survivors and their families.

The counterpart program is a court-aligned intervention designed to hold individuals accountable for abusive behavior while promoting measurable behavioral change and victim safety. The program provides structured, evidence-informed education on healthy relationships, the dynamics of intimate partner violence, and the short- and long-term impact of abuse on partners and children. Participants engage in guided work to identify personal triggers, challenge patterns of power and control, and develop concrete strategies to prevent further harm. Through consistent monitoring, skill-building, and reinforcement of personal responsibility, the program supports compliance with court mandates while reducing the risk of re-offense and promoting safer families and communities.

Q5c) Does City have classifications with the required specialized skills or expertise?: Yes

Q5c1) Identify the classifications: 2940 - Protective Services Worker, 2918 - HSA Social Worker, 2916 - Social Work Specialist

Q5c2) Does the Department have employees in these classifications?: Yes

Q5c3) Why are they not able to perform the services?: Due to high caseloads and multiple responsibilities assigned to classifications such as 2940s, 2916s, and 2918s, City employees are unable to deliver the depth and intensity of services required for these families. Transitioning this work without additional resources and structural changes would compromise service quality and client outcomes. Therefore, maintaining this specialized program outside of existing City staffing structures is essential to meet the needs of this vulnerable population effectively.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: Yes

Q5e1) Clearly describe and detail the training activities: Provide a training on services provided by La Casa so protective service workers can refer clients to the program to help clients address domestic violence.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: Currently, there is no viable plan to transition this work back to the City. The clients served by this program present with complex challenges including trauma and safety risk for the victim and the children. Providing comprehensive services address domestic violence and intimate partner related risks and needs requires specialized expertise and a level of engagement that exceeds the current capacity of Child Welfare and City staff.

Due to high caseloads and multiple responsibilities assigned to classifications such as 2940s, 2916s, and 2918s, City employees are unable to deliver the depth and intensity of services required for these families. Transitioning this work without additional resources and structural changes would compromise service quality and client outcomes. Therefore, maintaining this specialized program outside of existing City staffing structures is essential to meet the needs of this vulnerable population effectively.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 2940 - Protective Services Worker, 2918 - HSA Social Worker, 2916 - Social Work Specialist

Labor Unions: 535 - SEIU 1021

Labor Union Email Addresses: PSCreview@seiu1021.org

Union Review Sent On: 2/26/2026

Union Review End Date: 3/8/2026

Union Review Duration Met On: 3/8/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: MTA

Submitted By: Latha Ramadass

Department Coordinator: Amy Nuque,
Amy.Nuque@sfmta.com

Project Manager: Latha Ramadass

ServiceNow Number: DHRPSC0006099

Version: 0.01

Version Type: New

Brief description of proposed work: The proposed work is to provide professional services including but not limited to: preapring technical specifications and developing Job Order Contract System Unit Price Book (JOC UPB) containing 50,000 to 100,000 items of work; training staff and contractors for a SFMTA-customized JOC System; and providing customized software and management tools to administer the San Francisco Municipal Transportation Agency's (SFMTA) JOC Program. This consultant contract is performance - based, and fees are paid as percentages of actual construction task orders issued after the master construction contracts are awarded.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$1,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 72

Funding

Funding Source: Federal Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: The proposed work is to provide professional services including but not limited to: prepare technical specifications and develop Job Order Contract System Unit Price Books (JOC UPB) containing 50,000 to 100,000 items of work; train staff and contractors for an SFMTA-customized JOC system; and provide

customized software and management tools to administer the SFMTA's JOC program. This consultant contract is performance-based, and fees are paid as percentages of actual construction task orders issued after the master construction contracts are awarded.

Why are these services required and what are the consequences of denial?: Similar in purpose and function to as-needed construction contracts, JOCs enable the SFMTA to get smaller construction projects started without need for design and bid/awarded processes to be completed first. The Agency uses a JOC system for simple jobs, reducing need to declare emergencies. With a JOC system in place, time-consuming construction contract bidding, awarding, and compliance processes are more effectively managed with the help of an expert JOC consultant. Denial of this request will delay completion of the Agency's small construction projects, and thus negatively impact delivery of transit services to the public.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 3

Why have you not hired City employees to perform the services?: The consultant specializes in developing an alternative, specialized contracting system. None of the Civil Service Classifications has developed such a program. Specialized expertise and extensive research are needed to provides between 50,000 to 100,000 unit prices for construction projects. The program, while adjusted for use by City staff, is also provided to several agencies across the nation.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: Yes

Q4a) What facilities or equipment does the City lack that contractor possesses?: This is a customized software and management tool.

Does the dept plan to acquire the facilities/equipment to perform the services?: No

Explain why: This consultant contract is performance-based, and fees are paid as percentages of actual construction task orders issued after the master construction contracts are awarded.

Additional information to support your request (Optional): As this is a specialized service. One civil service class would not cover the breadth of services to be performed.

Union Notifications

Job Class(es): -None- - None Selected

Labor Unions: No Union Selected -

Labor Union Email Addresses: anthony@dc16.us, charlie@local377.com, mbeauchamp@oe3.org, ccarr@oe3.org, pking@uapd.com, pfinn@ibt856.org, mleach@ibt856.org, plangrooferlocal40@gmail.com, laborers261@gmail.com, nick@dc16.us, PSCreview@seiu1021.org, lvega@nccrc.org, president@twusf.org, PSCreview@seiu1021.org, PSCreview@seiu1021.org, pking@uapd.com, mleach@ibt856.org, cpark@local39.org, jvarga@ibt856.org, PSCreview@seiu1021.org, L21pscreview@ifpte21.org, president@twusf.org, president@sfsherriffmsa.org, cjohnson@bac3-ca.org, mhenneberry@teamsters853.org, staff@sfmea.com, mleach@ibt856.org, laborers261@gmail.com, president@twusf.org, jb@local16.org, local22publicsector@nccrc.org, john.lenny@sfgov.org, sfcwupresidentjmleonard@yahoo.com, local200twu@sbcglobal.net, staff@sfmea.com, Louis@sfpoa.org, joshv@smw104.org, administration@sffdlocal798.org, PSCreview@seiu1021.org, pmendeziamaw@comcast.net, dvickers@iam1414.org, administration@sffdlocal798.org, larryjr@ualocal38.org, president@twusf.org, WOrellana@opcmialocal300.org, L21pscreview@ifpte21.org, PSCreview@seiu1021.org, President@sanfranciscodsa.com, staff@sfmea.com, mleach@ibt856.org, ibew6@ibew6.org, oashworth@ibew6.org, sfdpoa@yahoo.com

Union Review Sent On: 3/9/2026

Union Review End Date: 3/16/2026

Union Review Duration Met On: 3/16/2026

List of Previously Approved Contracts for Similar Services (Measured 3 years from the PSC Submission Date)

Instructions:

- Step 1: Download and save this template to your desktop.
- Step 2: Complete the fields below.
- Step 3: Upload a copy of the completed file to your PSC record under the "Required Documentation" tab.

Document Content:

Do not use this document to list contracts let under this PSC record; those will be tracked separately in the PSC record itself at the end of each fiscal year. Rather, use this template to identify other contracts executed by your department for the services now being requested with this PSC submission. The list of contracts should be limited to those executed within the last three years, measured from the date of the PSC submission. The Commission will use this information to determine if there is a pattern of contracting this or similar work out, regardless of which PSC record is associated with those other contracts.

Other than completing the blank fields below, do not change or alter this template.

Dept Acronym:	San Francisco Municipal Transportation Agency
Dept Name:	HR-ELR
PSC Coordinator Name:	Amy Nuque
PSC Coordinator Email:	amy.nuque@sfmta.com
PSC ServiceNow Record Number:	DHRPSC006099

PS Contract ID	Contract Start Date	Contract End Date	Contract Not to Exceed Amount	PSC ServiceNow Record Number (if PSC approval was obtained)	Brief Description of Services Rendered
CS-197	Still in Request for Proposal/bidding process. The Contract Amount is for \$500,000 and for a Contract Term of six Years.	6/8/2024	\$ 75,000	48705-22/23	Contractor provides services for preparation of bid documents and implementation and support of the JOC program and provides access to their customized system and intellectual property, which includes the Software, Contract Task Catalog®, and supporting material and services, used on current active SFMTA JOC Task Orders.
CS-189	6/9/2023				Contractor provides services for preparation of bid documents and implementation and support of the JOC program and provides access to their customized system and intellectual property, which includes the Software, Contract Task Catalog®, and supporting material and services, used on current active SFMTA JOC Task Orders.
205.839	10/4/2022	10/3/2027	\$ 6,000,000	49173-21/22	San Francisco Public Works ("Department") to provide Job Order Contracting implementation and support services citywide from Contractor.

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: MTA

Submitted By: Wade Wietgreffe

Department Coordinator: Maggie Chan,
Maggie.Chan@sfmta.com

Project Manager: Wade Wietgreffe

ServiceNow Number: DHRPSC0006133

Version: 0.01

Version Type: New

Brief description of proposed work: The Contractor will perform as-needed real estate analysis for joint development aspects of a capital project (FC072), Presidio Yard, funded by one-time allocations.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$900,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 60

Funding

Funding Source: State Funds, City Funds

Special circumstances related to funding: Yes

Explain the special circumstances: The Contractor will perform as-needed real estate analysis for joint development aspects of a capital project (FC072), Presidio Yard, funded by one-time allocations.

Scope of Work

Clearly describe scope and detail the services to be performed: The Contractor will perform as-needed real estate analysis for joint development aspects of a capital project (FC072), Presidio Yard, funded by one-time allocations. The Contractor will only perform such service on a task order basis, which may include but not limited to a) identify potentially appropriate uses, based on a review of market conditions and trends, knowledge of development, financing practices and conditions, public benefit and infrastructure requirements, and/or other relevant parameters; b)

estimate the costs of development, operation, and/or maintenance associated with proposed development projects; or c) perform pro-forma analysis of a development scheme, including multi-year cash flow analysis or land residual analysis; d) review development proposals and advise in the selection of a developer; e) review and analyze business terms and developed counter-proposals for complex real estate transactions; f) research and analyze market conditions and trends; g) determine the fiscal impacts of alternate development proposals; or h) perform nexus studies for impact fees; or i) perform economic analysis of urban housing markets; or j) assess the feasibility of different development finance tools or structures; or k) perform stakeholder research to inform the evaluation of a proposed development project or development tool's feasibility, and/or to inform the evaluation of an ownership structure, potential partnership, proposed tenant/user, or organizational structure's feasibility.

Why are these services required and what are the consequences of denial?: An independent third-party with familiarity in real estate analysis is required to protect the SFMTA financial and real estate interests in a potential joint development project at Presidio Yard. Consequences of denial are the SFMTA exposed to legal and financial risks in a procurement and negotiation process with a developer.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Temporary Basis

Q5a) Explain the Temporary basis of the services: Services needed to address a transitional or short-term situation

Q5b) Why do you believe this to be a transitional or short-term situation?: This PSC supports joint development aspects of a capital project (FC072) funded by one-time allocations.

Q5c) How will you ensure the services aren't needed once this PSC request has ended?: This PSC supports joint development aspects of a capital project (FC072) funded by one-time allocations.

Q5d) Describe the required skills and expertise needed to perform the services: Skills and expertise consistent with the real estate analysis services described in the scope of work,

particularly in an urban environment working with a public agency.

Q5e) Does the Department have employees with the required skills and expertise?: No

Q5f) not needed

Q5g) Will the services terminate upon resolution of the situation?: Yes

Additional information to support your request (Optional): This PSC supports joint development aspects of a capital project (FC072) funded by one-time allocations. The scope includes complicated, short-term real estate analysis requiring diverse skills, expertise and/or knowledge. The services are needed on an as-needed, intermittent basis. The SF County Transportation Authority (which the Board of Supervisors sits as) and the Metropolitan Transportation Commission approved funding for this phase in December 2023 and March 2024, respectively. These approvals support consultant engagement consistent with the PSC.

Union Notifications

Job Class(es): 4143 - Principal Real Property Ofc, 5293 - Planner IV, 5291 - Planner 3, 4142 - Senior Real Property Officer, 5502 - Project Manager 1

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 2/20/2026

Union Review End Date: 3/2/2026

Union Review Duration Met On: 3/2/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: MTA

Submitted By: Letty Kwok

Department Coordinator: Amy Nuque,
Amy.Nuque@sfmta.com

Project Manager: Daniel Alger

ServiceNow Number: DHRPSC0006090

Version: 0.01

Version Type: New

Brief description of proposed work: SFMTA stations and facilities uninterruptible power supply (UPS) maintenance and repair services

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$1,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 60

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: Uninterruptible Power Supply (UPS) maintenance and repair service. Technician will perform regular schedule maintenance and require repair. UPS serves as the back-up electrical power to support SFMTA facilities and subway stations.

Why are these services required and what are the consequences of denial?: Our UPS equipment has service providers who authorize by the manufacturer to provide services to maintenance and repairs. IN the event service is denial, our UPS equipment warranty can be void and the equipment can fail, our facilities and subway station will have no back-up power supply. This is a life safety issue to the public.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: Yes. See attached letter from the manufacturer confirming these services must be performed by the manufacturer or an authorized reseller/distributor.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 7279 - Power House Electrician Sprv 2, 7255 - Power House Electrician Sprv 1, 7238 - Electrician Supervisor 1

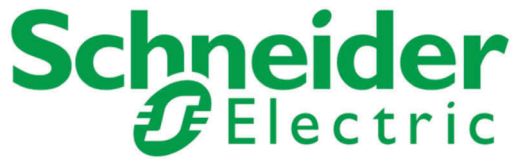
Labor Unions: 006 - Electrical Workers, Local 6

Labor Union Email Addresses: ibew6@ibew6.org, oashworth@ibew6.org

Union Review Sent On: 2/3/2026

Union Review End Date: 3/5/2026

Union Review Duration Met On: 3/5/2026



5/30/2023

RE: Schneider Electric Authorized Service Provider Statement

Schneider Electric (specifically, Schneider Electric IT Corporation) is the manufacturer of APC/MGE power equipment. Schneider Electric and its Authorized Service Providers (ASPs) offer expertise, service, and support for building, industry, power, and data center infrastructure, including but not limited to, uninterruptible power supply (UPS) and cooling products, power distribution units (PDUs), batteries, and Square D switchgear.

Our field service representatives (FSRs) and ASPs are provided with continual training in preventative and remedial maintenance of our products. Regular field advisories as well as updated firmware and software enable the FSRs and ASPs to implement the latest engineering changes and upgrades to APC/MGE brand equipment. Other non-authorized service providers cannot offer the benefits of Schneider Electric factory-trained technicians or the proprietary documentation and materials integral to providing our superior level of service.

Schneider Electric certifies only select ASPs to service APC/MGE equipment. External personnel may not be adequately trained or otherwise familiar with our equipment, which could result in risk of equipment damage or failure, as well as other loss or injury. Schneider Electric is also unable to ensure the reliability of competitor parts and materials provided or installed on our equipment. Warranty and contracted customers who elect competitor parts and service risk voiding their coverage plans and may incur additional charges as a result of unauthorized modifications to equipment.

What sets Schneider Electric apart from the competition and makes us exceptional?

- **Reputation** – Our highly trained teams – technical support, project managers, FSRs – and our strong commitment to quality service have earned us a reputation as a trusted advisor in industries we serve.
- **Availability** – Our extensive worldwide authorized service network is one of the largest in the world. This enables us to deliver service where and when you need it.
- **Expertise** – Our highly skilled, certified FSRs are trained directly by the product developers themselves. This provides them with the highest level of system knowledge, resulting in accurate, quick diagnosis and repair.
- **Speed** – If equipment issues should arise, our technical team is only a phone call away. They are ready to help you quickly diagnose the problem. When on-site help is required, our service plans dispatch a FSR rapidly, ensuring your system is up and running as fast as possible.
- **Experience** – Our proud 170-year history has led us to worldwide recognition as the thought leader in energy management, power and cooling infrastructure, and energy efficiency.
- **Commitment to Safety** – All of our employees and contractors benefit from the highest possible standards of health and safety in our work activities. This includes adherence to standards set in OSHA, IEEE and NFPA related to proper work procedures, protective clothing, etc...
- **Worldwide Brand Recognition** - Schneider Electric is a service provider for Schneider Electric brands and products respected around the world: APC by Schneider Electric, Square D by Schneider Electric, Pelco by Schneider Electric, Merlin Gerin, MGE, NetBotz, StruxureWare, T.A.C.

Thank you for your support of Schneider Electric products and services.

Sincerely,

Jerome Soltani
SVP, US Services

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department:

Submitted By: Mary Elder

Department Coordinator: Olga Mejia-Rocha,
OMejiaRocha@sfgwater.org

Project Manager: Danny Phung

ServiceNow Number: DHRPSC0006105

Version: 0.01

Version Type: New

Brief description of proposed work: CS-1278 - Outage Management System - Power Enterprise

The San Francisco Public Utilities Commission's Power Enterprise will modernize its power outage response by implementing a centralized proprietary software-based outage management system that replaces today's manual processes. The new platform will integrate with existing operational tools to improve real-time visibility and streamline restoration activities. It will automate outage intake from multiple sources and deliver timely notifications to staff and the public. This request is for the Professional Services that are necessary to implement this proprietary software system. The selected vendor will provide initial system setup, configuration and training of their proprietary software system to ensure Power Enterprise staff can operate and maintain the solution effectively.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$206,000

Does contract include items other than services?: Yes

- Commodities & Equipment: \$4,000
- On-premise Software Licenses: \$127,000
- Cloud-Based Software Licenses and Support (without Professional Services): \$163,000

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 24

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Post Union Notification

Scope of Work

Clearly describe scope and detail the services to be performed: The vendor will provide a comprehensive suite of proprietary software tools and supporting services, including outage management, field solutions, geographic mapping, engineering analysis, and hosted communication tools. The scope includes installation on on prem and cloud servers; configuration of all applications; delivery of onsite setup; and user training across the outage management system, field tools, and communication services. The vendor will supply integration and technical support, with outage management and communication services.

Why are these services required and what are the consequences of denial?: These services are required to ensure Power Enterprise can operate a modern, reliable outage management environment that meets both operational needs and state expectations for customer communication. The platform integrates mapping, engineering analysis, and operational tools to improve outage prediction, streamline field response, and strengthen customer communication. Without proper installation, configuration, and integration, the software cannot function as intended, leaving the Power Enterprise dependent on outdated manual processes that slow outage detection and field response. Denial of these services would also limit the ability to provide timely and accurate outage information to the public, creating a risk of non-compliance with Assembly Bill No. 1410, which requires utilities to maintain clear, accessible, and consistent communication with customers during service interruptions.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

Yes

Q1a) Clearly describe & site the regulatory/legal requirements to support outsourcing:

Assembly Bill No. 1410, which requires utilities to maintain clear, accessible, and consistent communication with customers during service interruptions.

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: Yes. See attached letter from the manufacturer confirming these services must be performed by the manufacturer or an authorized reseller/distributor.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 1052 - IS Business Analyst

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 2/27/2026

Union Review End Date: 3/9/2026

Union Review Duration Met On: 3/9/2026



October 21, 2025

San Francisco Public Utilities Commission

Attn: Danny Phung, Asset Manager, Power Enterprise
525 Golden Gate Avenue
San Francisco, CA 94102

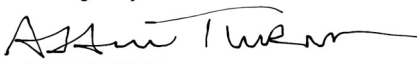
**RE: Sole Source – Milsoft® Proprietary Software
and Authorized Support**

Dear Mr. Phung:

This is to assure you that Milsoft Utility Solutions, Inc. is the sole owner and provider of our proprietary DisSPatch® line of Outage Management System (**OMS**) software products and services, including but not limited to DisSPatch®, Customer Outage Alerts™, and Milsoft Personnel Notification™; as well as Milsoft® Interactive Voice Recognition (**IVR**) communications system with SMS texting; Engineering Analysis (**EA**) products including but not limited to WindMil®, LightTable®, LandBase™, Contingency Study™, Reliability Analysis™, Milsoft Behind the Meter™, and related Automated Engineering Operations Network (AEON™); WindMilMap® Geographic Information System (**GIS**); and the **FieldSyte**™ field solution and its entire array of optional modules. Milsoft is the only authorized source of commercial procurement, maintenance and support of each and all of these proprietary software solutions.

If you should have any questions regarding Milsoft Utility Solutions, Inc. and our commitment to quality and service, please do not hesitate to call me at (325) 695-1642.

Sincerely,

DocuSigned by:

EFE80E52D06944F...
Adam Turner

CEO of Business Operations

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: POL

Submitted By: Vincent Lee

Department Coordinator: Vincent Lee,
vincent.lee@sfgov.org

Project Manager: Jarrar Razvi Syed

ServiceNow Number: DHRPSC0003458

Version: 1.01

Version Type: Amendment

Legacy PSC #: 42708-22/23

Brief description of proposed work: Managed Print Services and Scanning Needs for SFPD

Reason for the Request for Amendment: Increase the contract amount and extend the services for an additional 3 years.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount
- Requires CSC Approval by Duration

Amount

Previously Approved Amount: \$360,000

Increase Amount: \$533,240

Why are you requesting the PSC amount to be increased?: extending the services an additional 3 years

Total Amended Amount: \$893,240

Does contract include items other than services?: Yes

- Commodities & Equipment: \$160,000

Duration

Is PSC by Duration or Continuing: Duration

Previously Approved Duration (months): 36

Duration Increase (months): 36

Why are you requesting the PSC duration to be increased: services are being requested for an additional 36 months

Total Amended Duration (months): 72

First Contract Start Date: 8/1/2023

PSC Duration End Date: 7/31/2029

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Post Union Notification

Scope of Work

Are you making substantive changes to the scope of work last approved?: No

Clearly describe scope and detail the services to be performed: Original coordinator's email: vincent.lee@sfgov.org.

The contractor will provide factory certified technicians to manage print services for approx 632 Hewlett Packard (HP) and Canon printers and 4 plotters for the San Francisco Police Department (SFPD) at 32 City locations. The contractor will provide timely service, parts, toner, toner cartridge recycling and printer utilization reports for 65 different HP models.

Why are these services required and what are the consequences of denial?: These services are required as they will support critical print/ copy needs of law enforcement activities on a day-to-day basis.

If these services are denied, Officers could face interruptions in documenting incidents, and any delays in printing critical documents could impede timely arrests, court filings, and overall responsiveness to public safety needs.

Has your department contracted out these services in the last three years?: Yes. See attached list of contracts entered into for these or similar services in the last 3 years.

How many contracts?: 1

Why have you not hired City employees to perform the services?: Advanced printer troubleshooting for over 65 models from various manufacturers like Canon, HP, and Zebra etc. falls outside of typical City employee training and is not a realistic expectation.

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: No

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Has your response to Q1 changed?: No

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lack necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: No

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services: The scope of work requires a Managed Services Coordinator who is a certified technician who can provide support for all equipment listed in the attached scope of work.

Q5c) Does City have classifications with the required specialized skills or expertise?: No

Q5c1) Should City develop a classification to perform these services?: No

Q5c2) Explain why new a job classification is not feasible: A job classification is not feasible as Canon, HP, and other major print-copy device manufacturers demand highly specific technical knowledge and hands-on experience, which are generally acquired through vendor-certified training and ongoing exposure to evolving device technologies.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: No

Q5e1) Explain why training of City employees is not required: Training of City employees is not required as the managed services provider assumes full ownership and leverages their extensive network of printer support, eliminate the need for additional

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: Servicing SFPD printers across multiple sites requires frequent travel, rapid response, and recurring manufacturer training to meet the print-copy needs. A Managed Services Provider is better equipped to provide this expertise and flexibility, ensuring timely, reliable printer support essential for law enforcement operations.

Additional information to support your request (Optional):

Union Notifications

Have the Job Classes/Labor Unions changed?:

Job Class(es): -None- - None Selected

Labor Unions: No Union Selected -

Labor Union Email Addresses: anthony@dc16.us, charlie@local377.com, mbeauchamp@oe3.org, ccarr@oe3.org, pking@uapd.com, pfinn@ibt856.org, mleach@ibt856.org, plangrooferslocal40@gmail.com, laborers261@gmail.com, nick@dc16.us, PSCreview@seiu1021.org, lvega@nccrc.org, president@twusf.org, PSCreview@seiu1021.org, PSCreview@seiu1021.org, pking@uapd.com, mleach@ibt856.org, cpark@local39.org, jvarga@ibt856.org, PSCreview@seiu1021.org, L21pscreview@ifpte21.org, president@twusf.org, president@sfsherriffmsa.org, cjohnson@bac3-ca.org, mhenneberry@teamsters853.org, staff@sfmea.com, mleach@ibt856.org, laborers261@gmail.com, president@twusf.org, jb@local16.org, local22publicsector@nccrc.org, john.lenny@sfgov.org, sfcwupresidentjleonard@yahoo.com, local200twu@sbcglobal.net, staff@sfmea.com, Louis@sfpoa.org, joshv@smw104.org, administration@sffdlocal798.org, PSCreview@seiu1021.org, pmendeziamaw@comcast.net, dvickers@iam1414.org, administration@sffdlocal798.org, larryjr@ualocal38.org, president@twusf.org,

WOrellana@opcmialocal300.org, L21pscreview@ifpte21.org, PSCreview@seiu1021.org,
President@sanfranciscodsa.com, staff@sfmea.com, mleach@ibt856.org, ibew6@ibew6.org,
oashworth@ibew6.org, sfdpoa@yahoo.com

Union Review Sent On: 3/2/2026

Union Review End Date: 3/9/2026

Union Review Duration Met On: 3/9/2026

From: dhr-psccordinator@sfgov.org
To: ewallace@ifpte21.org; ecassidy@ifpte21.com; WendyWong26@yahoo.com; wendywong26@yahoo.com;
tmathews@ifpte21.org; kschumacher@ifpte21.org; kpage@ifpte21.org; eerbach@ifpte21.org;
l21pscreview@ifpte21.org; [Lee, Vincent \(POL\)](#); [Lee, Vincent \(POL\)](#)
Subject: Notice of Civil Service Action – PSC # Civil Service: 42708 - 22/23 -- 02/07/2023
Date: Tuesday, May 2, 2023 11:27:10 AM

The Commission adopted the following action at its meeting of May, 1, 2023:
Approved by Civil Service Commission of PSC# 42708 - 22/23, with no conditions
with notice to the Office of the Controller and the Office of Contract Administration.
<http://apps.sfgov.org/dhrdrupal/node/19863>



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

**LONDON N. BREED
MAYOR**

Sent via Electronic Mail

May 3, 2023

NOTICE OF CIVIL SERVICE COMMISSION ACTION

SUBJECT: REVIEW OF REQUEST FOR APPROVAL OF PROPOSED PERSONAL SERVICES CONTRACT 43590-22/23; 42173-22/23; 42708-22/23; 49799-22/23; 41953-22/23; 43889-22/23; 45463-22/23; 43603-22/23; 49077-22/23; 45005-22/23; 43103-18/19; 47501-16/17; AND 48369-17/18.

At its meeting on **May 1, 2023**, the Civil Service Commission had for its consideration the above matter.

The Civil Service Commission:

- 1) Approved PSC #49077-22/23 from the Department of Public Works with the condition to report back to the Commission in five (5) years.
- 2) Approved PSC #45005-22/23 from the Department of Technology.
- 3) Adopted the report. Approved the remaining requests for proposed Personal Services Contract; Notify the Office of the Controller and the Office of Contract Administration.

If this matter is subject to Code of Civil Procedure (CCP) Section 1094.5, the time within which judicial review must be sought is set forth in CCP Section 1094.

NOTE: It is important that a copy of this action be kept in the department files as you will need it in the future as proof of Civil Service Commission approval. Please share it with everyone responsible for follow-up.

CIVIL SERVICE COMMISSION

/s/

SANDRA ENG
Executive Officer

Attachment

Cc: Cynthia Avakian, Airport
Alexander Burns, Department of Public Works
Edward de Asis, Board of Supervisors
Jolie Gines, Technology
Shawndrea Hale, Public Utilities Commission
Kelly Hiramoto, Department of Public Health
Daniel Kwon, Public Utilities Commission
Vincent Lee, Police Department
Amy Nuque, Municipal Transportation Agency
Commission File
Chron

POSTING FOR

May 01, 2023

PROPOSED PERSONAL SERVICES CONTRACTS – REGULAR

<u>PSC No</u>	Dept Designation	PSC Amount	Description of Work	PSC Estimated Start Date	PSC Estimated End Date	Type of Approval
<u>43590 - 22/23</u>	BOARD OF SUPERVISORS	\$540,000.00	The Office of the Clerk of the Board (COB) seeks a vendor to enhance or replace the current aging and costly LMS with a state-of-the-art solution to effectively address mandated requirements, streamline legislative workflow, and meet stakeholder expectations. The COB will adopt a legislative system that will streamline the process of 1) drafting, submitting, and accessing status of legislation, 2) developing and managing public meeting agendas and minutes, 3) ensuring the integrity and retention of legislative records, 4) providing a legislative drafting tool for city departments, and 5) providing a public portal accessible to the public for tracking legislation. The LMS would not only support the core business of the Board of Supervisors, but all City Departments and agencies that submit and recommend legislation and/or amendments. The technology solution will be developed, implemented, and supported through a software development and support agreement with the Contractor and internal COB IT staff.	September 1, 2023	August 31, 2028	REGULAR
<u>42173 - 22/23</u>	MUNICIPAL TRANSPORTATION AGENCY	\$500,000.00	San Francisco Chained Activity Modeling Process (SF-CHAMP) is the official transportation modeling tool for San Francisco and is certified as compliant with the Regional Transportation Plan by the Metropolitan Transportation Commission (MTC). San Francisco	April 1, 2023	March 31, 2028	REGULAR

<u>PSC No</u>	Dept Designation	PSC Amount	Description of Work	PSC Estimated Start Date	PSC Estimated End Date	Type of Approval
			<p>Municipal Transportation Agency (SFMTA) seeks the services of a consultant for the care, maintenance, and updates of SF-CHAMP, the San Francisco travel forecasting software program, in order to implement new relevant features, reporting tools, and up-to-date assumptions about travel behavior.</p> <p>Consultant will analyze the SFMTA transportation impacts on potential land use, employment, housing, transit service, and transportation infrastructure changes and provide as-needed travel demand monitoring.</p>			
<u>42708 - 22/23</u>	POLICE	\$360,000.00	<p>The contractor will provide factory certified technicians to manage print services for 632 Hewlett Packard (HP) and Canon printers and 4 plotters for the San Francisco Police Department (SFPD) at 32 City locations. The contractor will provide timely service, parts, toner, toner cartridge recycling and printer utilization reports for 65 different HP models.</p>	April 1, 2023	March 30, 2026	REGULAR
<u>49799 - 22/23</u>	PUBLIC HEALTH	\$1,000,000.00	<p>Contractor will compile and generate reports that meet Provider and County reporting and reconciliation requirements to manage capitated and fee-for-service managed care plans for Inpatient and Outpatient specialty mental health and substance use disorder Programs' service claims, adjustments, and corrections; and, for data needed to prepare Fiscal Year Cost Reports, to benchmark performance, monitor budgets, and for other, various, reporting purposes.</p>	July 1, 2023	June 30, 2027	REGULAR
<u>41953 - 22/23</u>	PUBLIC UTILITIES COMMISSION	\$300,000.00	<p>The San Francisco Public Utilities Commission (SFPUC) is seeking an auditor to provide post-enrollment verification (PEV) program design,</p>	July 1, 2023	June 30, 2026	REGULAR

<u>PSC No</u>	Dept Designation	PSC Amount	Description of Work	PSC Estimated Start Date	PSC Estimated End Date	Type of Approval
			auditing, and communication with and support for low-income and historically marginalized communities navigating audit processes. The primary role of the auditor will be to design the PEV programs for the SFPUC Customer Assistance Program (CAP) and SuperGreen Saver; conduct outreach, customer support, and document review for annual PEV for Water/Wastewater and Hetch Hetchy Power CAP and SuperGreen Saver; and train SFPUC staff to conduct PEV's in the future. The auditor will work under the direction of SFPUC Business Services and the Audit Bureau.	June 15, 2023	December 15, 2024	REGULAR
<u>43889 - 22/23</u>	PUBLIC UTILITIES COMMISSION	\$1,000,000.00	Wastewater Enterprise will be purchasing two trailers for an approximate cost of \$1,000,000. The service amount from the total purchase amount is estimated at \$150,000, which is attributed to the installation of these trailers by the trailer manufacturer. The work includes delivery of the trailer; block and leveling; install foundation tie-downs, custom ramp and wood skirting.			
<u>45463 - 22/23</u>	PUBLIC UTILITIES COMMISSION	\$300,000.00	The purpose of this contract is to provide technical support and data analysis for system performance evaluation, operational protocol recommendations, equipment performance assessment, membrane cleaning training and assistance, instrumentation calibration and maintenance services and operator training of the Biwater Reverse Osmosis equipment at the Wastewater Enterprise (WWE) Oceanside Water Pollution Control Plant (OSP) Recycled Water Treatment Facility for the City and County of San Francisco Public Utilities Commission (SFPUC).	September 4, 2023	September 1, 2026	REGULAR

<u>PSC No</u>	Dept Designation	PSC Amount	Description of Work	PSC Estimated Start Date	PSC Estimated End Date	Type of Approval
<u>43603 - 22/23</u>	GENERAL SERVICES AGENCY - PUBLIC WORKS	\$150,000.00	Support the Operations division of SF Public Works in implementing the action items from the SF Public Works Racial Equity Action Plan, Phase One (2021) by 1) developing and supporting a racial equity working group of about 15 frontline staff from Operations; 2) supporting the Operations Racial Equity Working Group in developing policy, procedures and communications recommendations to further racial equity in Operations' workplaces; leading racial equity trainings at Operations for the Working Group and other key staff.	April 1, 2023	April 1, 2026	REGULAR
<u>49077 - 22/23</u>	GENERAL SERVICES AGENCY - PUBLIC WORKS	\$3,500,000.00	Public Works is seeking a qualified Architectural and Engineering (A/E) team led by an executive architect to provide design and engineering services in assisting the City with the San Francisco Homelessness and Supportive Housing (HSH) Shelter project located at 1001 Polk Street, San Francisco, CA. This project will seismically retrofit an existing congregate shelter and convert it into a renovated family shelter with 40 family rooms, and a congregate space for an additional 40 individuals. The Consultant Team is to be integrated with the City Team to deliver specialty design and engineering consultant services for the project.	May 29, 2023	May 26, 2032	REGULAR
<u>45005 - 22/23</u>	GENERAL SERVICES AGENCY - TECHNOLOGY	\$55,000,000.00	The current Citywide Microsoft ELA will expire on August 31, 2023. The Department of Technology intends to conduct a new solicitation to procure licenses for the continued use of Microsoft products. The Microsoft products consist of software, software maintenance, hardware and software-as-a-service	September 1, 2023	August 31, 2026	REGULAR

PSC No **Dept Designation** **PSC Amount** **Description of Work** **PSC Estimated Start Date** **PSC Estimated End Date** **Type of Approval**

(SaaS). There will be no professional services or labor of any kind in the solicitation or final contract.
 This request is being submitted solely at the direction of the Civil Service Commission and OCA as it pertains to software maintenance, hardware maintenance and software-as-a-service.

TOTAL AMOUNT \$62,650,000

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PUC

Submitted By: Carman Ng

Department Coordinator: Olga Mejia-Rocha,
OMejiaRocha@swater.org

Project Manager: Nathan Gronlund

ServiceNow Number: DHRPSC0006067

Version: 1.01

Version Type: Amendment

Legacy PSC #: 46421-23/24

Brief description of proposed work: PRO.0163R Engineering Services for the Emergency Firefighting Water System and City's Water Distribution System

Reason for the Request for Amendment: This amendment is being requested to increase contract capacity to accommodate changes that were identified during engineering planning and design including a higher level of seismic service, alignment changes to improve system robustness, unforeseen geotechnical complexities, and market conditions.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

Previously Approved Amount: \$8,000,000

Increase Amount: \$5,000,000

Why are you requesting the PSC amount to be increased?: This amendment is being requested to increase contract capacity to accommodate changes that were identified during engineering planning and design including a higher level of seismic service, alignment changes to improve system robustness, unforeseen geotechnical complexities, and market conditions.

Total Amended Amount: \$13,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

Previously Approved Duration (months): 108

Duration Increase (months): 0

Total Amended Duration (months): 108

First Contract Start Date: 6/28/2024

PSC Duration End Date: 6/28/2033

Funding

Funding Source: City Funds

Post Union Notification

Special circumstances related to funding: No

Scope of Work

Are you making substantive changes to the scope of work last approved?: No

Clearly describe scope and detail the services to be performed: Emergency Firefighting Water System (EFWS), historically referred to as the Auxiliary Water Supply System (AWSS), is an independent high pressure water supply system dedicated to fire protection. It was installed in 1913 in response to the Great Earthquake and Fire of 1906 and consists of a 135-mile-long pipeline network, a high elevation reservoir with two large capacity tanks, two pumping stations, three fireboats and underground water storage tanks (cisterns).

The selected Consultant will work under the direction of the SFPUC to provide planning and engineering design services for the EFWS and City's Water Distribution System pipelines. Some assignments may require SFPUC engineering staff to be integrated into the consultant project team. The Consultant's work objective will be to perform planning and engineering design services applying all applicable codes and SFPUC Procedures and regulatory requirements/guidelines administered by the State Water Resources Control Board, Division of Drinking Water. Projects are expected to pertain to pipelines, pump stations and fireboat manifold systems.

Why are these services required and what are the consequences of denial?: The EFWS has unique capabilities, including the ability to deliver water at extremely high pressures and to use water from the Bay to battle fire. The Emergency Firefighting Water System is used as the secondary defense against large fires, specifically those that could occur after a large earthquake when the domestic water system may be impacted. If the City's domestic water system is damaged because of an earthquake – as it previously has been – sufficient water from the domestic water system will not be available to suppress fires. The EFWS will serve as the alternative water source and will be vital to extinguishing large fires, thus saving lives and protecting against the loss of buildings and homes after a large earthquake or other disaster.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: All contracts over \$1,170,000 require SFPUC Commission approval

Will any contracts under this PSC require Board of Supervisors approval: Yes

Provide details related to contracts for which BOS approval will be required?: All contracts

over \$10 million required BOS approval

Justification

Has your response to Q1 changed?: No

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: Yes

Q5a1) Why are the services required on an as-needed, intermittent and periodic basis?: The services are required on an as-needed basis for engineering expertise based on the schedule (e.g. planning, design, construction phases) and technical details of the project as it is being developed.

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services: The Consultant will be asked to provide supplemental geotechnical information, perform soil structure interaction analyses, perform condition assessment tasks, prepare operations and maintenance plans, or develop designs for portions of the EFWS and City's Water Distribution System. Such services could include specialized technical expertise (e.g. trenchless installations, fire flow) and other services at the discretion of the SFPUC.

Q5c) Does City have classifications with the required specialized skills or expertise?: Yes

Q5c1) Identify the classifications: 5241 - Engineer, 5212 - Engineer/Architect Principal, 5211 - Eng/Arch/Landscape Arch Sr

Q5c2) Does the Department have employees in these classifications?: Yes

Q5c3) Why are they not able to perform the services?: Typically, the design of large diameter pipelines, earthquake resistant ductile iron pipes, and trenchless installations in seismically active areas requires extensive specialized engineering support services (e.g. geotechnical, utility engineering and potholing, and pipeline finite element modeling in seismic hazard zones). Depending on schedule and City staff availability, some scopes of the work (e.g. curb ramp design) will be utilized as needed during peak workloads.

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: Yes

Q5e1) Clearly describe and detail the training activities: Training sessions such as seismic design procedure (with an emphasis on pipelines) and cost estimating refresher are being planned with the Consultant to foster the transfer of relevant technical expertise to City staff.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: This PSC will be used to augment City staff during peak workload periods (e.g. curb ramp , traffic, and landscape design) or for services utilizing specialized technology, tools, and equipment for computer

analysis, field investigation, drilling, sampling, and laboratory services. These specialty services can only be performed by consultants with these available resources.

Additional information to support your request (Optional):

Union Notifications

Have the Job Classes/Labor Unions changed?:

Job Class(es): 5241 - Engineer, 5212 - Engineer/Architect Principal, 5211 - Eng/Arch/Landscape Arch Sr

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 2/12/2026

Union Review End Date: 2/22/2026

Union Review Duration Met On: 2/22/2026

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION -- PUCDept. Code: PUCType of Request: Initial Modification of an existing PSC (PSC # _____)Type of Approval: Expedited Regular Annual Continuing (Omit Posting)Type of Service: Engineering Services for Emergency Firefighting and Water Distribution SystemFunding Source: GO Bonds ESER 2014 and 2020PSC Duration: 9 years 2 daysPSC Amount: \$8,000,000**1. Description of Work****A. Scope of Work/Services to be Contracted Out:**

Emergency Firefighting Water System (EFWS), historically referred to as the Auxiliary Water Supply System (AWSS), is an independent high pressure water supply system dedicated to fire protection. It was installed in 1913 in response to the Great Earthquake and Fire of 1906 and consists of a 135-mile-long pipeline network, a high elevation reservoir with two large capacity tanks, two pumping stations, three fireboats and underground water storage tanks (cisterns).

The selected Consultant will work under the direction of the SFPUC to provide planning and engineering design services for the EFWS and City's Water Distribution System pipelines. Some assignments may require SFPUC engineering staff to be integrated into the consultant project team. The Consultant's work objective will be to perform planning and engineering design services applying all applicable codes and SFPUC Procedures and regulatory requirements/guidelines administered by the State Water Resources Control Board, Division of Drinking Water. Projects are expected to pertain to pipelines, pump stations and fireboat manifold systems.

B. Explain why this service is necessary and the consequence of denial:

The Emergency Firefighting Water System (EFWS) has unique capabilities, including the ability to deliver water at extremely high pressures and to use water from the Bay to battle fire. The EFWS is used as the secondary defense against large fires, specifically those that could occur after a large earthquake when the domestic water system may be impacted. If the City's domestic water system is damaged because of an earthquake – as it previously has been – sufficient water from the domestic water system will not be available to suppress fires. The EFWS will serve as the alternative water source and will be vital to extinguishing large fires, thus saving lives and protecting against the loss of buildings and homes after a large earthquake or other disaster.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Similar specialized fire flow hydraulic modeling and seismic planning services to address delivery of the AWSS were performed under PSC 4114 10/ 11 for Contract CS199, Planning Support Services for Auxiliary Water Supply System.

D. Will the contract(s) be renewed?

No

- E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why.

The duration of the projects from planning, design, engineering services during construction, and project closeout will take approximately 8 years, due to complexity of the planning, design and construction support given the various existing underground utilities that will need to be relocated and the major construction impacts along the streets of San Francisco.

2. **Reason(s) for the Request**

- A. Indicate all that apply (be specific and attach any relevant supporting documents):

- Immediately needed services to address unanticipated or transitional situations, or services needed to address emergency situations.
- Short-term or capital projects requiring diverse skills, expertise and/or knowledge.
- Services required on an as-needed, intermittent, or periodic basis (e.g., peaks in workload).
- Services that require resources that the City lacks (e.g., office space, facilities or equipment with an operator).
- Cases where future funding is so uncertain that the establishment of new civil service positions, classes or programs is not feasible (including situations where there is grant funding).

- B. Explain the qualifying circumstances:

This project requires specialized skills, expertise and knowledge to complete the work. The SFPUC will provide project engineer(s) to lead, coordinate and oversee consulting engineers. In addition, the SFPUC project engineer(s) will ensure the project meets SFPUC-Infrastructure standards and procedures.

3. **Description of Required Skills/Expertise**

- A. Specify required skills and/or expertise: The Consultant will be asked to provide supplemental geotechnical information, perform condition assessment tasks, prepare operations and maintenance plans, or develop designs for portions of the EFWS and City's Water Distribution System. Such services could include specialized technical expertise (e.g., trenchless installations, fire flow) and other services at the discretion of the SFPUC.
- B. Which, if any, civil service class(es) normally perform(s) this work? 5211, Eng/Arch/Landscape Arch Sr; 5212, Engineer/Architect Principal; 5241, Engineer;
- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: Yes, drilling and other equipment for geotechnical/hazardous material investigation and pipeline condition assessments that will be required.

4. **If applicable, what efforts has the department made to obtain these services through available resources within the City?**

SFPUC has reviewed the staffing plan and confirmed that such expertise is not available within current City resources for the trenchless installations, fire flow hydraulic modeling, seismic, and geotechnical services. All related services that City can provide such as project engineering efforts, coordination with utility conflicts, environmental approval work, pump station, water distribution pipeline design will be performed by City resources, in collaboration with the selected consultant team.

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

A. Explain why civil service classes are not applicable.

Typically, the design of large diameter pipelines, earthquake resistant ductile iron pipes, and trenchless installations in seismically active areas requires extensive specialized engineering support services (e.g., geotechnical, utility engineering and potholing, and pipeline finite element modeling in seismic hazard zones). These projects will be led by City staff and consultant staff support as needed. Depending on available funding, portions of the work can be intermittent and of a short-term duration and/or these engineering services will be utilized as needed during peak workloads.

B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain. No, there is insufficient continuous, long-term workload to support the staffing of these types of specialized trenchless installations, fire flow hydraulic modeling, seismic, and geotechnical services.

6. Additional Information

A. Will the contractor directly supervise City and County employee? If so, please include an explanation.
No.

B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contract? If so, please explain what that will entail; if not, explain why not. Yes. To foster the transfer of technical expertise relevant to tunnel design and construction to City staff, this contract will include provisions for consultant-led, in office training sessions at the SFPUC. Training topics will be determined jointly between Consultant the SFPUC during each phase of work.

C. Are there legal mandates requiring the use of contractual services?
No.

D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.
No.

E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.
No.

F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.
No.

7. Union Notification: On 04/03/2024, the Department notified the following employee organizations of this PSC/RFP request:

Prof & Tech Eng, Local 21; Professional & Tech Engrs, Local 21

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shawndrea Hale Phone: (415) 551-4540 Email: shale@sfgwater.org

Address: 525 Golden Gate Ave 8th Floor San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 46421 - 23/24

DHR Analysis/Recommendation:
Commission Approval Required
06/03/2024 DHR Approved for 06/03/2024

action date: 06/03/2024
Approved by Civil Service Commission with conditions

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PUC

Submitted By: Amanda Higgins

Department Coordinator: Olga Mejia-Rocha,
OMejiaRocha@sfgwater.org

Project Manager: Amanda Higgins

ServiceNow Number: DHRPSC0003672

Version: 1.01

Version Type: Amendment

Legacy PSC #: 42270-22/23

Brief description of proposed work: Emergency Planning, Response, Training, and Technical Support

Reason for the Request for Amendment: Extending end date of Contract PRO.0229 (PeopleSoft ID 1000027885) an additional 5 years (to end 02/09/2032).

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Duration

Amount

Previously Approved Amount: \$3,000,000

Increase Amount: \$0

Why are you requesting the PSC amount to be increased?:

Total Amended Amount: \$3,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

Previously Approved Duration (months): 48

Duration Increase (months): 60

Why are you requesting the PSC duration to be increased: Article 2.2 of the executed contract grants the City the option to extend the agreement.

Total Amended Duration (months): 108

First Contract Start Date: 2/9/2023

PSC Duration End Date: 2/9/2032

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Post Union Notification

Are you making substantive changes to the scope of work last approved?: No

Clearly describe scope and detail the services to be performed: Original coordinator's email: shale@sfgwater.org.

The SFPUC requests to solicit the services of a consultant to provide and support ongoing emergency preparedness, response, and support activities to all SFPUC enterprises and divisions. Specifically: Incident Command System (ICS) training under the National Incident Management System (NIMS) to SFPUC employees, updates to Field Operations Guides (FOG's) and Emergency Operations Plans (EOP's), assistance with the creation of an emergency drinking water distribution plan (in conjunction with DEM and other city partners), and other related emergency planning and response services to the SFPUC as needed. Consultant would additionally coordinate any needed updates of existing Divisional EOPs into the general EOP as necessary; and ensure that comments, corrections and editing discussed in after action report/post exercise briefings are incorporated into the EOP, DEOP, and/or FOG, as necessary and/or as prescribed. Consultant would work with SFPUC Emergency Planning and Security (EPS) team to strategize on how to update complex EOP documents, targeted at producing specific checklists for actionable emergency response for operating divisions and front line staff. Consultant would also work with EPS Team to design, coordinate, and conduct multi-divisional emergency response exercises to build upon smaller division specific exercises already being delivered by EPS team.

Why are these services required and what are the consequences of denial?: Consultant support is necessary to support the Emergency Planning team and Division and Bureau staff in emergency response training and exercise coordination to address a multitude of emergencies the agency could face. SFPUC staff and facilities span across many counties, with varying needs and resources available to support emergency preparedness and response. The EPS team and SFPUC as a whole request consultant support to augment staff time and realize continual improvements in emergency preparedness and response due to the number of Divisions and Bureaus we are expected to support. Not being able to have support on emergency training, exercises and general planning would decrease the agency's ability to respond and recover from emergencies.

Has your department contracted out these services in the last three years?: No

Board and Commission Approvals

Will any contracts under this PSC require department Commission approval: Yes

Provide details related to contracts for which dept comm approval required: Original contract awarded by the Commission and did not require approval by the Board of Supervisors (Charter § 9.118(b)); and amendment has a cumulative impact less than or equal to \$500,000; and total amended contract amount is less than \$10M; and total amended contract duration is less than or equal to 10 years

Will any contracts under this PSC require Board of Supervisors approval: No

Justification

Has your response to Q1 changed?: No

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:

No

Q2 - Does performing these services cause a conflict of interest?: No

Q3 - Are these proprietary services City is not authorized to do?: No

Q4 - Does City lacks necessary facilities/equipment?: No

Q5 - Are the services required on a temporary basis or on a long-term basis?: Long-term

Basis

Q5a) Are the services required on an as-needed, intermittent, or periodic basis?: Yes

Q5a1) Why are the services required on an as-needed, intermittent and periodic basis?:

Consultant support is needed to deliver SFPUC staff emergency training, exercise and emergency plan update support. In addition, unpredictable circumstances could arise which can necessitate further need for additional training and expertise.

EPS team can easily be pulled in multiple directions, and workload is always high. Recent events and increased emergency environment (COVID, severe weather, tsunami warnings, earthquakes, floods) require not only SFPUC staff, but qualified consultant support to ensure SFPUC staff are as prepared as possible to ensure staff safety and continue to deliver critical services to our customers.

Q5b) Do the services require specialized expertise, knowledge experience?: Yes

Q5b1) Describe the specialized skills and expertise required to perform the services:

Qualified consultants would need to have proven expertise and extensive experience in emergency management systems as based on NIMS and the Standardized Emergency Management System (SEMS), training and exercises as based on the Homeland Security Exercise Evaluation Program (HSEEP), providing ICS training, and in working with large utilities to develop, update and exercise emergency plans. Consultant would also need to be able to support immediate training needs or plan development or updates in response to SFPUC needs to support staff safety when carrying out operations.

Also, Certain Incident Command Courses (ICS 300 and ICS 400) are required to be delivered by a certified trainer with vast incident response experience. No Civil Service staff are certified to provide this training. Typically certified trainers have a fire service background, responding to and leading complex incidents and emergencies.

There is also a need for technical support in updating emergency operations plans, requiring a strong engineering aptitude and familiarity with water and wastewater systems.

Q5c) Does City have classifications with the required specialized skills or expertise?: Yes

Q5c1) Identify the classifications: 5291 - Planner 3, 8602 - Emergency Services Coord II

Q5c2) Does the Department have employees in these classifications?: Yes

Q5c3) Why are they not able to perform the services?: 5291 and 8602 are CCSF classifications that could support the training and exercise delivery components of proposed scope.

SFPUC does not have any 8602s.

SFPUC already employs one FTE 5291 within the Emergency Planning team to drive this work across the agency. SFPUC needs consultant support to augment internal staffing during peak times and leverage the expertise and experience of professional emergency preparedness trainers to design and deliver more complicated emergency response exercises across SFPUC divisions and enterprises. Additionally, unforeseen incidents have historically demanded immediate and complete attention of SFPUC Emergency Planning staff, so having a consultant on board to help keep planning efforts moving is critical to success. Lastly, there have been immediate needs for critical program development and refinement we have used consultants for in the past in response to an event (traffic safety, safe pipeline entry, etc.)

Q5d) Will contractor directly supervise City employees?: No

Q5e) Will contractor train City employees?: Yes

Q5e1) Clearly describe and detail the training activities: Incident Command System Training. Staff receiving training would be various engineers, managers, operators, field staff, accountants, administrative analysts, utility analysts, etc.

Q5f) Is there a plan to transition this work back to the City?: No

Q5f1) Explain why the work will not be transitioned back to the City: Consultant would support city staff also performing this work. Professional support, expertise and resources are needed to carry this work out and support the needs of all our Divisions and Bureaus.

Additional information to support your request (Optional):

Union Notifications

Have the Job Classes/Labor Unions changed?:

Job Class(es): 5291 - Planner 3, 8602 - Emergency Services Coord II

Labor Unions: 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 2/17/2026

Union Review End Date: 2/27/2026

Union Review Duration Met On: 2/27/2026

PERSONAL SERVICES CONTRACT SUMMARY ("PSC FORM 1")

Department: PUBLIC UTILITIES COMMISSION -- PUC

Dept. Code: PUC

Type of Request: Initial Modification of an existing PSC (PSC # _____)

Type of Approval: Expedited Regular Annual Continuing (Omit Posting)

Type of Service: Emergency Planning, Response, Training, and Technical Support

Funding Source: SFPUC Water Enterprise

PSC Duration: 4 years

PSC Amount: \$3,000,000

1. Description of Work

A. Scope of Work/Services to be Contracted Out:

The SFPUC requests to solicit the services of a consultant to provide and support ongoing emergency preparedness, response, and support activities to all SFPUC enterprises and divisions. Specifically: Incident Command System (ICS) training under the National Incident Management System (NIMS) to SFPUC employees, updates to Field Operations Guides (FOG's) and Emergency Operations Plans (EOP's), assistance with the creation of an emergency drinking water distribution plan (in conjunction with DEM and other city partners), and other related emergency planning and response services to the SFPUC as needed. Consultant would additionally coordinate any needed updates of existing Divisional EOPs into the general EOP as necessary; and ensure that comments, corrections and editing discussed in after action report/post exercise briefings are incorporated into the EOP, DEOP, and/or FOG, as necessary and/or as prescribed. Consultant would work with SFPUC Emergency Planning and Security (EPS) team to strategize on how to update complex EOP documents, targeted at producing specific checklists for actionable emergency response for operating divisions and front line staff. Consultant would also work with EPS Team to design, coordinate, and conduct multi-divisional emergency response exercises to build upon smaller division specific exercises already being delivered by EPS team.

B. Explain why this service is necessary and the consequence of denial:

Consultant support is necessary to support the Emergency Planning team and Division and Bureau staff in emergency response training and exercise coordination to address a multitude of emergencies the agency could face. SFPUC staff and facilities span across many counties, with varying needs and resources available to support emergency preparedness and response. The EPS team and SFPUC as a whole request consultant support to augment staff time and realize continual improvements in emergency preparedness and response due to the number of Divisions and Bureaus we are expected to support. Not being able to have support on emergency training, exercises and general planning would decrease the agency's ability to respond and recover from emergencies.

C. Has this service been provided in the past? If so, how? If the service was provided under a previous PSC, attach copy of the most recently approved PSC.

Yes. PSC 45752 - 13/14

D. Will the contract(s) be renewed?

No

- E. If this is a request for a new PSC in excess of five years, or if your request is to extend (modify) an existing PSC by another five years, please explain why.
N/A

2. Reason(s) for the Request

- A. Indicate all that apply (be specific and attach any relevant supporting documents):

Immediately needed services to address unanticipated or transitional situations, or services needed to address emergency situations.

Services required on an as-needed, intermittent, or periodic basis (e.g., peaks in workload).

- B. Explain the qualifying circumstances:

Consultant support is needed to deliver SFPUC staff emergency training, exercise and emergency plan update support. In addition, unpredictable circumstances could arise which can necessitate further need for additional training and expertise. EPS team can easily be pulled in multiple directions, and workload is always high. Recent events and increased emergency environment (COVID, wildfires, drought) require not only SFPUC staff, but qualified consultant support to ensure SFPUC staff are as prepared as possible to ensure staff safety and continue to deliver critical services to our customers.

3. Description of Required Skills/Expertise

- A. Specify required skills and/or expertise: Qualified consultants would need to have proven expertise and extensive experience in emergency management systems as based on NIMS and the Standardized Emergency Management System (SEMS), training and exercises as based on the Homeland Security Exercise Evaluation Program (HSEEP), providing ICS training, and in working with large utilities to develop, update and exercise emergency plans. Consultant would also need to be able to support immediate training needs or plan development or updates in response to SFPUC needs to support staff safety when carrying out operations.

- B. Which, if any, civil service class(es) normally perform(s) this work? 5291, Planner 3; 8602, Emergency Services Coord II;

- C. Will contractor provide facilities and/or equipment not currently possessed by the City? If so, explain: No

4. If applicable, what efforts has the department made to obtain these services through available resources within the City?

SFPUC Emergency Planning and Security hired a Training and Exercise Planner (5291) in 2018. This position is crucial in managing overall training and exercise program. Consultant support is needed to provide specialized ICS training, perform plan updates, and support complex planning efforts for SFPUC Divisions and Bureaus, and address emergency response support needs that may not be easily anticipated.

5. Why Civil Service Employees Cannot Perform the Services to be Contracted Out

A. Explain why civil service classes are not applicable.

Certain Incident Command Courses (ICS 300 and ICS 400) are required to be delivered by a certified trainer with vast incident response experience. No Civil Service staff are certified to provide this training. Typically certified trainers have a fire service background, responding to and leading complex incidents and emergencies. There is also a need for technical support in updating emergency operations plans, requiring a strong engineering aptitude and familiarity with water and wastewater systems.

B. If there is no civil service class that could perform the work, would it be practical and/or feasible to adopt a new civil service class to perform this work? Explain. I believe the variance in the scope of work would make it difficult for one position to support this as a whole. Plan updates necessitate a strong engineering background and familiarity with state/federal regulations; emergency exercise and training necessitate a strong background in emergency response and training. As mentioned before, the large number of staff and specific needs from SFPUC enterprises and divisions require support to establish and maintain momentum in our emergency planning and response readiness.

6. Additional Information

A. Will the contractor directly supervise City and County employee? If so, please include an explanation.

No.

B. Will the contractor train City and County employees and/or is there a transfer of knowledge component that will be included in the contact? If so, please explain what that will entail; if not, explain why not.

Yes. Incident Command System Training. Hours are difficult to approximate, but over the course of 4 years are estimated to reach 3,000 hours total. Staff receiving training would be various engineers, managers, operators, field staff, accountants, administrative analysts, utility analysts, etc.

C. Are there legal mandates requiring the use of contractual services?

No.

D. Are there federal or state grant requirements regarding the use of contractual services? If so, please explain and include an excerpt or copy of any such applicable requirement.

No.

E. Has a board or commission determined that contracting is the most effective way to provide this service? If so, please explain and include a copy of the board or commission action.

No.

F. Will the proposed work be completed by a contractor that has a current PSC contract with your department? If so, please explain.

No.

7. Union Notification: On 09/22/2022, the Department notified the following employee organizations of this PSC/RFP request:

Prof & Tech Eng, Local 21; Professional & Tech Engrs, Local 21

I CERTIFY ON BEHALF OF THE DEPARTMENT THAT THE INFORMATION CONTAINED IN AND ATTACHED TO THIS FORM IS COMPLETE AND ACCURATE:

Name: Shawndrea Hale Phone: (415) 551-4540 Email: shale@sfgwater.org

Address: 525 Golden Gate 8th Floor San Francisco, CA 94102

FOR DEPARTMENT OF HUMAN RESOURCES USE

PSC# 42270 - 22/23

DHR Analysis/Recommendation:

action date: 11/21/2022

Commission Approval Required

Approved by Civil Service Commission

11/21/2022 DHR Approved for 11/21/2022