

CSC RECEIPT STAMP

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PSC Requests Scheduled for Hearing - 10/19/2026

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
DHRPSC0006580 - v0.01	DPH	New	\$1,375,000.00	\$1,375,000.00	The contractor will provide qualified staff to strengthen BHS system operations related to behavioral health policy implementation, expanded Lanterman-Petris-Short (LPS) Conservatorship processes, involuntary hold programs, designated facility oversight, discharge planning improvements, cross agency initiatives, and the development of training and certification programs. Responsibilities include, but not limited to, organizing and facilitating interagency collaboration; developing workflows, procedural tools and communications; supporting data reporting needs; contributing to public private partnership structures; and ensuring compliance with all evolving local, state, and federal regulations. The contractor will also provide indirect support services such as progress reporting, maintenance of project plans, preparation of documentation, meeting management, development of communication materials, and use of project management tools to ensure coordinated, timely, and implementation of behavioral health initiatives across the system. The work requires specialized organizational change management, systems implementation, operational design, facilitation, and communications expertise that complements - rather than duplicates - the clinical, public health, analytical, and programmatic expertise of existing DPH staff. The services provide a combination of strategic planning, operational systems design, communications expertise, training redesign, and facilitating complex inter-agency planning and coordination efforts. The role also involves serving as a neutral facilitator and implementation partner across departments and stakeholder groups, helping DPH navigate complex operational, legal, and inter-	60	60	2026-10-19 14:00:00	Reanna Albert

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					agency issues related to behavioral health, civil court processes, involuntary treatment systems, and designated facility oversight responsibilities. This includes identifying operational gaps, facilitating alignment among stakeholders with differing priorities and mandates, and translating policy and regulatory requirements into practical workflows, protocols, training materials, and implementation tools.				
DHRPSC0006534 - v0.01	DPH	New	\$507,000.00	\$507,000.00	The contractor will provide Radiation Safety Officer (RSO) consulting and oversight services to support the development, implementation, and ongoing management of the hospital's Radiation Safety Program and future Nuclear Medicine Program and hot lab. The RSO will serve as the primary professional consultant for the design and operational requirements of the hot lab, including shielding, layout, security, contamination control, and ventilation requirements. Services will include consultation regarding appropriate shielding such as lead bricks, L-blocks, and syringe/vial shielding to maintain radiation exposures ALARA (As Low As Reasonably Achievable); evaluation of the current hot lab, isolation room and workflow to minimize traffic and support radiation and contamination control; and consultation regarding appropriate ventilation, including negative air pressure and specialized exhaust or filtration systems when required. The contractor will also identify and recommend required radiation safety equipment and instrumentation, including dose calibrators, survey meters, wipe test counters, and appropriately shielded radioactive waste storage systems. The contractor will create policies and procedures related to a nuclear medicine program. The contractor will also provide regulatory and administrative oversight to ensure compliance with applicable state (California Department of Public Health radiologic health branch) and federal requirements (including Title 17 CCR and 10 CFR), and local requirements governing radioactive materials and radiation safety. Services will include	36	36	2026-10-19 14:00:00	Reanna Albert

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					assistance with radioactive materials licensing and license amendments, development of procedures for receiving, handling, checking in, storing, tracking, transporting, and disposing of radioactive materials, establishment of routine contamination surveys and wipe-testing schedules, and development of security protocols to safeguard radioactive materials and restrict access to authorized personnel. Finally, the RSO will oversee personnel dosimetry and occupational exposure monitoring, conduct radiation safety audits, inspections, and risk assessments, investigate radiation incidents and safety concerns, and recommend corrective actions. In addition, the contractor will provide staff education and training on radiation safety, safe handling practices, radiation monitoring, radioactive waste management, and emergency response procedures, including radioactive material spill response, and will serve as the Hospital's radiation safety resource and liaison for applicable regulatory inspections, audits, reporting requirements, and ongoing Radiation Safety Program compliance.				
DHRPSC0006553 - v0.01	PRT	New	\$720,000.00	\$720,000.00	2 24/7 positions, One Pier 68 Shipyard Guard - will perform access control of at front gate, patrol shipyard, respond to alarms in shipyard, and provide customer service like wayfinding within shipyard for multiple Port tenants. Second position will be roving security guard - will perform patrols, incident response, alarm response, fire watch, reporting of incidents, and 24/7 port access via codes/keys.	12	12	2026-10-19 14:00:00	Shawndrea Hale
DHRPSC0006376 - v0.01	PRT	New	\$2,000,000.00	\$2,000,000.00	The consultant will provide operation and maintenance services for the Port proprietary shore power system, with the core task being an annual re-commissioning. This yearly process includes full inspection, testing, and evaluation of all system components to ensure safe and reliable operation during the cruise season. The consultant will also identify deficiencies and perform as-needed repairs.	60	60	2026-10-19 14:00:00	Shawndrea Hale
DHRPSC0006546 - v0.01	PUC	New	\$18,000,000.00	\$18,000,000.00	Provide Construction Management staff augmentation services for two new separate	48	48	2026-10-19	Olga Mejia-Rocha

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					building construction projects in Moccasin Camp, the first project being Moccasin Engineering and Records Building and the second project being Moccasin Warehouse. As part of the SFPUC's Hetchy Capital Improvement Project, these projects will replace delapidated buildings required for designated work areas for engineering and records personnel, secure storage of critical document records and archives, as well as efficient storage capacity for supplies and handling of materials deliveries critical for daily operation of Hetch Hetchy Water and Power. The Construction Management staff augmentation services required for these Projects include, but are not limited to day to day, construction administration, normal and specialty construction inspection, construction contracts management, construction coordination, change order management, project documentation controls as well as archiving. The SFPUC will manage the staff augmentation team during the construction phase for these new building projects.			14:00:00	
DHRPSC0006523 - v0.01	TIS	New	\$10,000,000.00	\$10,000,000.00	The Department of Technology will upgrade and refresh Wide and Local Area Networks and relocate Departments to new office spaces. The awarded Supplier will provide project services for the upgrade, move, and migration project areas utilizing following phased structure: 1) Discovery and Analysis, 2) Planning, 3) Upgrade/Migration, 4) Post Go-Live support and training for handoff to City staff. Supplemental services include reviewing current systems and environments, designing new networks and systems, developing migration plans, configuring, installing, and testing new systems, moving and installing networks in new locations, providing support and training City staff on how to maintain and operate new systems. The vendor is expected to provide expertise and consulting, to include, but not limited to	120	120	2026-10-19 14:00:00	Jolie Gines

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					1. Network architectural designs and decisions, 2. Migrating a large-scale Local Area Network and Wide Area Network solution that includes Active directory and radius, along with per user policies, 3. Provide documentation and recommendation to plan, implement/migrate to an Arista enterprise network, 4. Assessing, planning, implementing, migrating, and troubleshooting routing protocols such as OSPF, iBGP, eBGP, and EIGRP within the City's existing fiber WAN network, 5. Provide expertise in Multi-factor authentications, 6. Plan and implement Datacenter migrations, 7. Provide knowledge transfer and documentation. The Department of Technology (DT) is modernizing the City's network infrastructure in response to the City's fiscal challenges while maintaining reliable and secure services. As part of this strategy, DT is reducing its historically significant and more expensive Cisco footprint and transitioning appropriate portions of the network to Arista, providing a more economical solution with strong technical capabilities and a more responsive customer-support model. The requested professional services provide specialized Arista expertise that is needed to execute the transition efficiently, minimize operational risk, and transfer knowledge to City staff. These services supplement—not supplant—City employees, who will continue to operate and manage the network. Approval enables DT to				

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
					accelerate the transition from higher-cost legacy infrastructure, affect efficiencies sooner, and strengthen long-term internal capabilities while exercising responsible fiscal stewardship.				
TOTALS:			\$32,602,000.00	\$32,602,000.00					

Department Summary

Department	New Count	Amendment Count	Total New Amount	Total Cumulative Amount
DPH	2	0	\$1,882,000.00	\$1,882,000.00
PRT	2	0	\$2,720,000.00	\$2,720,000.00
PUC	1	0	\$18,000,000.00	\$18,000,000.00
TIS	1	0	\$10,000,000.00	\$10,000,000.00
Column Total	6	0	\$32,602,000.00	\$32,602,000.00

Generated on: 10/5/2026, 8:44:09 AM by Suzanne Choi

PSC Requests Scheduled for Hearing - 10/19/2026

PSC Number	Department	Approval Type	New Amount	Cumulative Amount	Description	New Duration	Cumulative Duration	Hearing Date	Dept. PSC Coordinator
DHRPSC0005299 - v1.01	PUC	Amendment	\$0.00	\$15,700,000.00	This request is for a contract to purchase approximately 50,000 Meter Transmission Units (MTUs) and 50,000 water meters and to provide installation services to replace existing MTUs and water meters throughout the City. These components are part of the San Francisco Public Utilities Commission's Advanced Metering Infrastructure (AMI) system, which collects water usage data used for customer billing, system monitoring, and leak detection. Many of the currently installed MTUs are more than ten years old and nearing the end of their useful life. As these units age, battery degradation is increasing failure rates and reducing the reliability of the AMI system. Under this contract, the contractor will provide equipment, field labor, and related services to remove existing equipment, install new meters and MTUs, program and activate devices within the AMI system, and test the equipment to confirm proper operation. All work will be performed under the direction and oversight of SFPUC staff to ensure compliance with SFPUC operational and installation standards. The supporting integration work includes updating data exchanges between the ProField WOMS and SFPUC systems to support combined meter and MTU replacements, defining data mappings and validation requirements, testing the interfaces, supporting user acceptance testing, correcting identified defects, and providing installation data needed for reconciliation with SFPUC's customer information system. SFPUC	0	24	2026-10-19 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
					information technology and operational staff will participate in defining requirements, testing, and approving the interfaces. All field and integration work will be performed under the direction and oversight of SFPUC staff to ensure compliance with SFPUC operational, installation, data, and security requirements. This one-time effort will allow the SFPUC to proactively replace the highest-risk MTUs while maintaining reliable meter data collection, accurate billing, and effective leak detection. This one-time effort will allow the SFPUC to proactively replace the highest-risk MTUs and maintain reliable meter data collection, accurate billing, and effective leak detection.				
TOTALS:			\$0.00	\$15,700,000.00					

Department Summary

Department	New Count	Amendment Count	Total New Amount	Total Cumulative Amount
PUC	0	1	\$0.00	\$15,700,000.00
Column Total	0	1	\$0.00	\$15,700,000.00

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: David Nish

ServiceNow Number: DHRPSC0006580

Version: 0.01

Version Type: New

Brief description of proposed work: The contractor will provide specialized support to strengthen Behavioral Health Services (BHS) operations and implementation. Services will focus on policy and program implementation, operational workflows, interagency coordination, training, communications, and compliance. The contractor will provide project management and facilitation support to help organize complex initiatives, align stakeholders, and track progress. This work complements existing DPH expertise by providing specialized organizational change management, systems design, and implementation support. The contractor will help translate behavioral health policies and regulatory requirements into practical workflows, tools, training, and processes that support coordinated system operations.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$1,375,000

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: The contractor will provide qualified staff to strengthen BHS system operations related to behavioral health policy implementation, expanded Lanterman-Petris-Short (LPS) Conservatorship processes, involuntary

hold programs, designated facility oversight, discharge planning improvements, cross agency initiatives, and the development of training and certification programs. Responsibilities include, but not limited to, organizing and facilitating interagency collaboration; developing workflows, procedural tools and communications; supporting data reporting needs; contributing to public private partnership structures; and ensuring compliance with all evolving local, state, and federal regulations. The contractor will also provide indirect support services such as progress reporting, maintenance of project plans, preparation of documentation, meeting management, development of communication materials, and use of project management tools to ensure coordinated, timely, and implementation of behavioral health initiatives across the system.

The work requires specialized organizational change management, systems implementation, operational design, facilitation, and communications expertise that complements - rather than duplicates - the clinical, public health, analytical, and programmatic expertise of existing DPH staff. The services provide a combination of strategic planning, operational systems design, communications expertise, training redesign, and facilitating complex inter-agency planning and coordination efforts. The role also involves serving as a neutral facilitator and implementation partner across departments and stakeholder groups, helping DPH navigate complex operational, legal, and inter-agency issues related to behavioral health, civil court processes, involuntary treatment systems, and designated facility oversight responsibilities. This includes identifying operational gaps, facilitating alignment among stakeholders with differing priorities and mandates, and translating policy and regulatory requirements into practical workflows, protocols, training materials, and implementation tools.

Why are these services required and what are the consequences of denial?: The services are required because they directly support DPH's mission to strengthen services for highly vulnerable San Franciscans with significant behavioral health and substance use needs, including people who are dangerous to themselves or others or are gravely disabled. Because this population can be especially difficult to engage, effective services require strong coordination, consistent systems, and equitable, person-centered, and legally compliant care.

Denial of services will hinder BHS's ability to provide the programmatic structure required for local and state policy implementation and expansion. It would jeopardize the work that BHS has already done to improve the LPS conservatorship and involuntary hold systems and impede efforts to address system barriers to care and placement for these vulnerable populations. This risk is especially significant given the anticipated increase in locked subacute facilities supported by Prop 1 funding.

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?: City employees have not

been hired because the work requires specialized skills to meet the needs effectively.

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:

There is no law or regulation that specifically requires the department to outsource this work. However, the department is responsible for meeting a wide range of legal and regulatory requirements related to LPS facility designation and redesignation, psychiatric holds, civil court behavioral health programs, SB 43, CARE Court, and required data collection and reporting. These include Welfare and Institutions Code §§ 5150, 5402, and 5404, as well as DHCS's LPS Facility Designation Interim Regulations. BHS will continue to make all final decisions, including decisions related to facility designation and redesignation. The contractor will support this work through project management, implementation, training, technical assistance, and the development of policies, workflows, reporting processes, and oversight tools.

City staff have knowledge and experience in these areas, but they are also responsible for the day-to-day operation of several mandated programs. The contractor provides the dedicated time and combination of specialized knowledge needed to help the department meet these requirements accurately and on time.

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: The services require specialized knowledge of the Lanterman-Petris-Short Act, designated-facility requirements, civil court behavioral health programs, applicable California Department of Health Care Services regulations and reporting requirements, and the implementation of complex behavioral health legislation and policy. The work also requires experience developing operational processes, policies, procedures, workflows, training materials, data-collection and reporting systems, and compliance-related tools.

Additional specialized skills include providing technical assistance, coordinating across clinical, legal, regulatory, data, and operational stakeholders, and managing multiple complex and

politically sensitive initiatives simultaneously. This combination of subject-matter expertise, implementation experience, and project-management capacity is necessary to translate evolving legal and regulatory requirements into functioning departmental processes.

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

Q5c1) Identify the classifications: 2820 - Senior Health Program Planner

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

Q5c3) Why are they not able to perform the services?: Civil Court Programs employees possess relevant programmatic and subject-matter knowledge, but the complete combination of specialized expertise, implementation experience, and available project-management capacity required for this scope is not available within current staffing resources. Existing Civil Court Programs staff are responsible for the ongoing administration and operation of multiple mandated civil court behavioral health programs. Their existing responsibilities include program oversight, direct operational support, supervision, court-related functions, statutory and regulatory compliance, data and reporting obligations, training, and coordination with internal and external partners. While City staff possess portions of the necessary expertise, they do not have sufficient capacity to absorb the volume and breadth of the contractor's work while maintaining essential program operations. The contractor also provides a specialized combination of legal and regulatory subject-matter knowledge, policy development, data and reporting expertise, implementation support, training, technical assistance, and complex project management across multiple simultaneous initiatives.

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 provide both formal training and ongoing knowledge transfer to Civil Court Programs staff and other relevant City employees. Training activities may include developing and delivering presentations, written guidance, procedures, workflows, implementation tools, and other training materials related to the LPS Act, designated-facility requirements, DHCS regulations and reporting, civil court behavioral health programs, and new or revised policies and initiatives.

The contractor will also provide technical assistance, consultation, coaching, and hands-on implementation support as staff begin using newly developed processes and tools. Knowledge transfer will occur throughout the contract rather than solely at its conclusion, allowing City staff to assume responsibility for established processes as they become operational.

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: In part, individual processes and completed initiatives will transition to Civil Court Programs staff once they have been developed, implemented, documented, and operationalized. However, the complete scope cannot be transitioned on a single predetermined date because the contractor supports multiple initiatives at different stages of development, and new legislative, regulatory, reporting, and implementation needs continue to arise as described earlier.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 2820 - Senior Health Program Planner

Labor Unions: 790 - SEIU, Local 1021, Misc

Labor Union Email Addresses: PSCreview@seiu1021.org

Union Review Sent On: 9/15/2026

Union Review End Date: 9/25/2026

Union Review Duration Met On: 9/25/2026

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 ServiceNow Record No.:	DHRPSC0006580

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
1000029573	9/15/2023	6/30/2026	\$784,750	49607-15/16	improves access to care for people with schizophrenia spectrum or psychotic disorders by providing support from families, clinicians, and first responders

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: Mary McGinty

ServiceNow Number: DHRPSC0006534

Version: 0.01

Version Type: New

Brief description of proposed work: The contractor will provide services of an As-Needed Radiation Safety Officer who will provide professional oversight, consultation, and regulatory guidance for the Department of Public Health's (DPH) Zuckerberg San Francisco General Hospital's radiation safety program and the future nuclear medicine program. The Officer will serve as the primary qualified professional responsible for radiation safety compliance and consulting on, designing, and overseeing the requirements for the Nuclear Medicine Program, Hot Lab and associated radioactive materials program and license to perform Nuclear Medicine studies. This role ensures compliance with all applicable federal, state, local, and Nuclear Regulatory Commission regulations related to the safe handling, storage, use, and disposal of radioactive materials. Responsibilities include oversight of radiation safety practices and program, shielding and ventilation requirements, radiation monitoring, staff safety training, policy development, and regulatory reporting.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$507,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 36

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Post Union Notification

Clearly describe scope and detail the services to be performed: The contractor will provide Radiation Safety Officer (RSO) consulting and oversight services to support the development, implementation, and ongoing management of the hospital's Radiation Safety Program and future Nuclear Medicine Program and hot lab. The RSO will serve as the primary professional consultant for the design and operational requirements of the hot lab, including shielding, layout, security, contamination control, and ventilation requirements. Services will include consultation regarding appropriate shielding such as lead bricks, L-blocks, and syringe/vial shielding to maintain radiation exposures ALARA (As Low As Reasonably Achievable); evaluation of the current hot lab, isolation room and workflow to minimize traffic and support radiation and contamination control; and consultation regarding appropriate ventilation, including negative air pressure and specialized exhaust or filtration systems when required. The contractor will also identify and recommend required radiation safety equipment and instrumentation, including dose calibrators, survey meters, wipe test counters, and appropriately shielded radioactive waste storage systems. The contractor will create policies and procedures related to a nuclear medicine program.

The contractor will also provide regulatory and administrative oversight to ensure compliance with applicable state (California Department of Public Health radiologic health branch) and federal requirements (including Title 17 CCR and 10 CFR), and local requirements governing radioactive materials and radiation safety. Services will include assistance with radioactive materials licensing and license amendments, development of procedures for receiving, handling, checking in, storing, tracking, transporting, and disposing of radioactive materials, establishment of routine contamination surveys and wipe-testing schedules, and development of security protocols to safeguard radioactive materials and restrict access to authorized personnel.

Finally, the RSO will oversee personnel dosimetry and occupational exposure monitoring, conduct radiation safety audits, inspections, and risk assessments, investigate radiation incidents and safety concerns, and recommend corrective actions. In addition, the contractor will provide staff education and training on radiation safety, safe handling practices, radiation monitoring, radioactive waste management, and emergency response procedures, including radioactive material spill response, and will serve as the Hospital's radiation safety resource and liaison for applicable regulatory inspections, audits, reporting requirements, and ongoing Radiation Safety Program compliance.

Why are these services required and what are the consequences of denial?: DPH currently does not have a clinical Radiation Safety Officer (RSO); the department has an administrative RSO who is responsible for managing and coordinating the Radiation Safety Committee. While the administrative RSO provides essential program oversight, the hospital requires a qualified clinical RSO with specialized expertise to provide the technical and operational radiation safety support necessary to maintain compliance and safely manage the use of radioactive materials and radiation-producing equipment. These services are particularly important as the hospital evaluates the development of a future Nuclear Medicine Program, which will require appropriate consultation regarding radioactive materials licensing, hot lab design, shielding, ventilation,

equipment, security, contamination monitoring, staff training, emergency procedures, and regulatory requirements.

Denial of these services could result in increased regulatory and operational risk, including gaps in radiation safety oversight, delayed identification and correction of potential compliance issues, inadequate preparation for regulatory inspections, and increased risk of occupational or public radiation exposure. Without access to a qualified clinical RSO, the hospital may also face delays in developing the infrastructure and regulatory requirements necessary to establish a Nuclear Medicine Program. Securing these services will provide the specialized clinical expertise needed to strengthen the hospital's Radiation Safety Program, support regulatory compliance, protect patients, staff, and the public, and ensure the organization is appropriately prepared for future expansion of radiation-related services.

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?: Yes

Q4a) What facilities or equipment does the City lack that contractor possesses?: The department currently lacks the specialized facilities, equipment, and infrastructure necessary to establish and safely operate a nuclear medicine program and radioactive materials Hot Lab. This includes an appropriately configured Hot Lab with required shielding, ventilation, security, access controls, and contamination-control measures, as well as specialized radiation safety equipment such as dose calibrators, survey meters, contamination-monitoring equipment, personnel dosimetry, radioactive waste storage containers, and appropriate shielding devices.

The department plans to acquire and establish these facilities and resources. However, consultation from a qualified Radiation Safety Officer is needed to assess the department's requirements and ensure that the facilities, equipment, and related safety measures are appropriately designed and implemented in accordance with applicable regulatory requirements.

Does the dept plan to acquire the facilities/equipment to perform the services?: Yes

Provide plan and timeline to secure what is required to perform the services: The department will use a phased approach to secure the facilities, equipment, licensing, regulatory approvals, and support services required to establish and operate the Nuclear Medicine Program

and Hot Lab. The anticipated timeline will be approximately 12–36 months, depending on facility requirements, equipment procurement, licensing and regulatory review timelines, and construction or renovation needs.

The department recognizes that the timeline may be adjusted based on regulatory review, facility construction or renovation requirements, equipment availability, and other factors outside of the department's control. The RSO will provide ongoing consultation throughout each phase to help ensure the program is developed safely, efficiently, and in compliance with all applicable requirements.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 0923 - Manager II

Labor Unions: 351 - Municipal Exec Assoc-Misc

Labor Union Email Addresses: staff@sfmea.com

Union Review Sent On: 8/25/2026

Union Review End Date: 9/24/2026

Union Review Duration Met On: 9/24/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PRT

Submitted By: Shawndrea Hale

Department Coordinator: Alysabeth Alexander-

Tut,

alysabeth.alexander-tut@sfport.com

Project Manager: Kyle Thomas

ServiceNow Number: DHRPSC0006553

Version: 0.01

Version Type: New

Brief description of proposed work: Pier 68 Ship Yard and Roving Security Guards

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$720,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 12

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: 2 24/7 positions, One Pier 68 Shipyard Guard - will perform access control of at front gate, patrol shipyard, respond to alarms in shipyard, and provide customer service like wayfinding within shipyard for multiple Port tenants. Second position will be roving security guard - will perform patrols, incident response, alarm response, fire watch, reporting of incidents, and 24/7 port access via codes/keys.

Why are these services required and what are the consequences of denial?: Security Guard services are required for MTSA (Maritime Transportation Security Act), Port Security grant compliance, public safety and asset protection as well as liability protection for incidents that

occur on Port property. Denial leaves gaps in regulatory, grant funding, security, liability exposure, plus the tenant and stakeholder relationships what would not be maintained with a denial.

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?: 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: Must be a licensed Security Guard

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

Q5c1) Identify the classifications: 8202 - Security Guard

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

Q5c3) Why are they not able to perform the services?: We need multiple positions covered

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: We already have licensed security guards.

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

Q5f1) Describe the transition plan, including the anticipated timeline: Teh city has muliple requisitions in the pipeline as well has security gate in the planning stages for pier 68 security, the city hopes to have hiring done within the year.

Additional information to support your request (Optional):

Union Notifications

Job Class(es): 8202 - Security Guard

Labor Unions: 790 - SEIU, Local 1021, Misc

Labor Union Email Addresses: PSCreview@seiu1021.org

Post Union Notification

Union Review Sent On: 9/1/2026
Union Review End Date: 9/11/2026
Union Review Duration Met On: 9/11/2026

RE: PRT [DHRPSC0006553] submitted for Union Review

From Love, Suzette (PRT) <suzette.love@sfport.com>

Date Fri 9/18/2026 10:51 AM

To Jegy Sering <jegy.sering@seiu1021.org>; Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>

Cc Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Fuentes, Estela (PRT) <estela.fuentes@sfport.com>; PSCreview <PSCreview@seiu1021.org>; DT Service Now (TIS) <ccsfdt@service-now.com>; DHR-Personal Services Contracts <DHR-PersonalServicesContracts@sfgov.org>; McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Good morning everyone,

Thank you, Shawndrea. I also wanted to clarify that the Port is committed to hiring PCS 8202 Security Guards as soon as feasibly possible. We hope to complete the hiring process within the next year however, this timeline is contingent upon DHR completing the permanent civil service examination process and establishing an eligible list of candidates.

Kind regards
Suzette



Suzette Love (she/her)

Human Resources Director, Port of San Francisco
Pier 1, The Embarcadero, San Francisco, CA 94111
415.274.0569 | Suzette.Love@sfport.com



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From: Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>

Sent: Friday, September 18, 2026 10:23 AM

To: Jegy Sering <jegy.sering@seiu1021.org>; McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Cc: Love, Suzette (PRT) <suzette.love@sfport.com>; Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Fuentes, Estela (PRT) <estela.fuentes@sfport.com>; PSCreview <PSCreview@seiu1021.org>; DT Service Now (TIS) <ccsfdt@service-now.com>; DHR-Personal Services Contracts <DHR-PersonalServicesContracts@sfgov.org>

Subject: Re: PRT [DHRPSC0006553] submitted for Union Review

Hi Jegy,

Please see my responses below in purple.

1. Department and City efforts to fill three permanent civil service 8202 vacancies now, 6 months and just before expiration of this PSC; we would also request to meet to discuss

these developments; HR agrees they will meet with you and provide updates.

2. amend or modify the PSC to reflect that the reason for contracting out is not because of the need to hire employees with specialized knowledge and skills (as Department representatives have explained, the skills needed for the work at SF Port are trainable and are within the scope of duties of 8202 Security Officers) to a justification indicating that there is a need to "immediately needed services to address unanticipated or transitional situations, or services needed to address urgent situations that do not rise to the level of an "emergency". We're unable to update the PSC after it has been submitted. I understand your concern regarding the stated reason; however, we are required to respond to the fields exactly as they are presented. In this case, the question only allows us to indicate "yes" for specialized skills or "no." If we select "no," there is no option to provide further explanation. To address your concern, I can upload this correspondence to document our agreement with your assessment, or you can let me know what alternative approach you would prefer.

Best,

Shawndrea Hale

Contracts and Procurement Division
Port of San Francisco
P: 628-652-6124

From: Jegy Sering <jegy.sering@seiu1021.org>

Sent: Friday, September 18, 2026 9:36 AM

To: McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Cc: Love, Suzette (PRT) <suzette.love@sfport.com>; Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Fuentes, Estela (PRT) <estela.fuentes@sfport.com>; PSCreview <PSCreview@seiu1021.org>; Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>; DT Service Now (TIS) <ccsfedt@service-now.com>; DHR-Personal Services Contracts <DHR-PersonalServicesContracts@sfgov.org>

Subject: Re: PRT [DHRPSC0006553] submitted for Union Review

Hello Tish,

Please let me know by the end of today if the Department is in agreement with the Union's proposals or if you have any questions. Otherwise, we will proceed with formally objecting to this PSC to the Civil Service Commission.

Thank you,

Jegy Sering

Pronouns: they/them or he/him

Field Representative, San Francisco Region:

Civic Center Chapter, Department of Public Works (DPW) Chapter, SF Redevelopment Agency Chapter (OCII), Port of San Francisco, 311 Department Chapter

Nonprofit Chapters: PRC Baker Places, Huckleberry Youth Programs, The ARC SF

SEIU Local 1021

Office Address: 350 Rhode Island St., Suite #100
San Francisco, CA 94103

Direct #: (415) 307-9302

Email: jegy.sering@seiu1021.org

Member Resources Center: 1-877-687-1021

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AI Use Disclosure Requirement: If generative AI tools were used in the drafting of your email, please disclose this in your response.

From: Jegy Sering <jegy.sering@seiu1021.org>

Sent: Tuesday, September 15, 2026 6:12 PM

To: McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Cc: Love, Suzette (PRT) <suzette.love@sfport.com>; Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Fuentes, Estela (PRT) <estela.fuentes@sfport.com>; Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>

Subject: Re: PRT [DHRPSC0006553] submitted for Union Review

Hi Tish,

Just following up on our meeting on September 11, 2026, last week. The Union proposed that we receive regular hiring updates to fulfill the operational needs leading to contract out this work. More specifically, we ask updates on the following:

1. Department and City efforts to fill three permanent civil service 8202 vacancies now, 6 months and just before expiration of this PSC; we would also request to meet to discuss these developments;
2. amend or modify the PSC to reflect that the reason for contracting out is not because of the need to hire employees with specialized knowledge and skills (as Department representatives have explained, the skills needed for the work at SF Port are trainable and are within the scope of duties of 8202 Security Officers) to a justification indicating that there is a need to "immediately needed services to address unanticipated or transitional situations, or services needed to address urgent situations that do not rise to the level of an "emergency".

- This is indicated under the Civil Service Commission policy titled "Policy of the Civil Service Commission on Personal Service Contracts" on justifications to contract out.

The Union indicated that it is willing to waive its objection to this PSC, and we believe we were able to agree to these terms. The Union did indicate if such information was not provided, we will look into bringing this through the fact-finding process, objection or filing a complaint through the Civil Service Commission or other legal remedies. We proposed these terms based on the understanding that the Department is committed to hiring civil service employees within a year and knowing that the Union will object to contracting out if the reason is because of the Mayor's hiring freeze.

Please let me know by September 17, 2026, if the Department agrees to this.

Jegy Sering

Pronouns: they/them or he/him

Field Representative, San Francisco Region:

Civic Center Chapter, Department of Public Works (DPW) Chapter, SF Redevelopment Agency Chapter (OCII), Port of San Francisco, 311 Department Chapter

Nonprofit Chapters: PRC Baker Places, Huckleberry Youth Programs, The ARC SF

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Office Address: 350 Rhode Island St., Suite #100
San Francisco, CA 94103

Direct #: (415) 307-9302

Email: jegy.sering@seiu1021.org

Member Resources Center: 1-877-687-1021

Not a member? [Member Application](#)

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From: McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Sent: Thursday, September 10, 2026 3:14 PM

To: Jegy Sering <jegy.sering@seiu1021.org>

Cc: Love, Suzette (PRT) <suzette.love@sfport.com>; Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Fuentes, Estela (PRT) <estela.fuentes@sfport.com>; Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>

Subject: RE: PRT [DHRPSC0006553] submitted for Union Review

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Hi Jegy –

I just wanted to let you know that, based on the documents you requested, unfortunately, we do not have any additional documentation to provide at this time. However, following our meeting tomorrow, if there is any additional documentation you would like us to provide or review, and if available, please let us know.

Regarding your question below about the department's efforts to hire additional 8202 Security Guards prior to contracting out these services, the department has made efforts to fill these positions. However, we were awaiting the establishment of an eligible list.

We subsequently received an email from DHR thanking us for our patience and advising that, during the inspection period, they identified test questions within the examination that may have impacted candidate scores. As a result, DHR made the decision to cancel the eligible list while they work on developing a new examination.

As you are aware, Benido Agcaoili was recently released, and Shannon Spencer is currently on modified duty. In addition, Shannon's attendance history has presented ongoing staffing and coverage challenges, which has further

impacted the department's ability to maintain consistent security coverage. At this time, the department does not have sufficient Security Guard staffing to meet its operational coverage needs.

The department is also working with the Reasonable Accommodation team regarding the potential placement of an employee into one of the vacant positions. However, there is a required process that must be followed to ensure that we appropriately address the employee's accommodation needs.

The department would prefer to fill these positions with our own employees rather than rely on contractors. In fact, the Security team reviewed this contract approximately two years ago and developed a long-term plan 18-months ago to bring these services in-house. However, due to institutional challenges the department has not yet been able to make the necessary hires.

Please let me know if you have any follow-up questions.

Have a good rest of your day.

Thank you,

Tish McNorton

Human Resources Operations Manager, Port of San Francisco

415.274.0305 (O)

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From: Jegy Sering <jegy.sering@seiu1021.org>

Sent: Friday, September 4, 2026 12:13 PM

To: McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Cc: Love, Suzette (PRT) <suzette.love@sfport.com>; Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Fuentes, Estela (PRT) <estela.fuentes@sfport.com>; Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>

Subject: Re: PRT [DHRPSC0006553] submitted for Union Review

September 8 works. Can you please provide all requested documentation prior to our meeting on the 8th?

Additionally, we would like to know prior to or during the meeting if the Department made efforts to request additional hiring for the 8202 positions, or to fill any vacancies prior to contracting out?

If so, we would like to be presented with information verifying that such efforts were attempted as well. If there were such efforts and it failed, please provide an explanation why.

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From: McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Sent: Friday, 04 September 2026 12:06:47

To: Jegy Sering <jegy.sering@seiu1021.org>

Cc: Love, Suzette (PRT) <suzette.love@sfport.com>; Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Fuentes, Estela (PRT) <estela.fuentes@sfport.com>; Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>

Subject: FW: PRT [DHRPSC0006553] submitted for Union Review

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Hello Jegy –

Hope this email finds you well.

Our availability is as follows:

- September 8 – Any time after 1:00 PM
- September 9 – Any time after 1:00 PM

Please let me know if you need additional dates or times.

Thank you,

Tish McNorton

Human Resources Operations Manager, Port of San Francisco

415.274.0305 (O)

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From: Alexander Tut, Alysabeth (PRT) <alysabeth.alexander-tut@sfport.com>

Sent: Wednesday, September 2, 2026 10:17 AM

To: Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; Love, Suzette (PRT) <suzette.love@sfport.com>; McNorton, Tish (PRT) <tish.mcnorton@sfport.com>

Subject: Fw: PRT [DHRPSC0006553] submitted for Union Review

Hello,

Please see SEIU's email below about the PSC on the guards.

Regards,

Alysabeth Alexander-Tut (she/her/hers)

Contracts and Procurement Manager

Port of San Francisco

Direct Line: 415-535-9370

From: Jegy Sering <jegy.sering@seiu1021.org>

Sent: Wednesday, September 2, 2026 9:17 AM

To: Thomas, Kyle (PRT) <kyle.thomas@sfport.com>; DHR-Personal Services Contracts <[DHR-](#)

PersonalServicesContracts@sfgov.org>; Hale, Shawndrea (PRT) <shawndrea.hale@sfport.com>; Alexander Tut, Alysabeth (PRT) <alysabeth.alexander-tut@sfport.com>; PSCTreview <PSCTreview@seiu1021.org>; DT Service Now (TIS) <ccsfdt@service-now.com>

Subject: Re: PRT [DHRPSC0006553] submitted for Union Review

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Hello Kyle,

SEIU demands to meet and confer with the SF Port Department to bargain over the decision and impacts of the decision to contract out bargaining unit work. Please provide dates and times that you are available to meet.

Best regards,

Jegy Sering

Pronouns: they/them or he/him

Field Representative, San Francisco Region:

Civic Center Chapter, Department of Public Works (DPW) Chapter, SF Redevelopment Agency Chapter (OCII), Port of San Francisco, 311 Department Chapter

Nonprofit Chapters: PRC Baker Places, Huckleberry Youth Programs, The ARC SF

SEIU Local 1021

Office Address: 350 Rhode Island St., Suite #100

San Francisco, CA 94103

Direct #: (415) 307-9302

Email: jegy.sering@seiu1021.org

Member Resources Center: 1-877-687-1021

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AI Use Disclosure Requirement: If generative AI tools were used in the drafting of your email, please disclose this in your response.

From: CCSF IT Service Desk <ccsfdt@service-now.com>

Sent: Tuesday, September 1, 2026 11:36 AM

To: kyle.thomas@sfport.com <kyle.thomas@sfport.com>; DHR-PersonalServicesContracts@sfgov.org <DHR-PersonalServicesContracts@sfgov.org>; shawndrea.hale@sfport.com <shawndrea.hale@sfport.com>; alysabeth.alexander-tut@sfport.com <alysabeth.alexander-tut@sfport.com>; PSCreview <PSCreview@seiu1021.org>

Subject: PRT [DHRPSC0006553] submitted for Union Review

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello union representatives,

PRT is requesting your review of PSC [DHRPSC0006553]. Please see relevant details of this request below and in the attached document(s). **Should you have any questions or objections, please state them by replying all to this email by 2026-09-11. If you would like to request a factfinder review for this PSC, please submit the [PSC factfinder review request form](#) within 5 days of your initial meeting with the department.**

PSC Summary

=====

Record Number: DHRPSC0006553 v 0.01

Description of Proposed Work: Pier 68 Ship Yard and Roving Security Guards

Request Type: New

Approval Type: CSC Approval

CSC Review Reason(s):

✔ CSC Approval by Amount

Submitting Department: PRT

Dept PSC Coordinator: Alysabeth Alexander-Tut

Dept PSC Coordinator Email: alysabeth.alexander-tut@sfport.com

PSC Amount: \$720,000.00

PSC Duration (months): 12

Funding Source(s): City Funds

Scope of Work: 2 24/7 positions, One Pier 68 Shipyard Guard - will perform access control of at front gate, patrol shipyard, respond to alarms in shipyard, and provide customer service like wayfinding within shipyard for multiple Port tenants. Second position will be roving security guard - will perform patrols, incident response, alarm response, fire watch, reporting of incidents, and 24/7 port access via codes/keys.

Job Class(es): 8202 - Security Guard

Labor Unions: 790 - SEIU, Local 1021, Misc

PSC Justification(s)

=====

✔ Services requiring specialized expertise, knowledge experience

Ref:TIS6921135_aYR6CtBTLIZQAqIBw3CL

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PRT

Submitted By: Shawndrea Hale

Department Coordinator: Alysabeth Alexander-

Tut,

alysabeth.alexander-tut@sfport.com

Project Manager: Joe Monroe

ServiceNow Number: DHRPSC0006376

Version: 0.01

Version Type: New

Brief description of proposed work: Shore Power re-commissioning and maintenance

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$2,000,000

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: The consultant will provide operation and maintenance services for the Port proprietary shore power system, with the core task being an annual re-commissioning. This yearly process includes full inspection, testing, and evaluation of all system components to ensure safe and reliable operation during the cruise season. The consultant will also identify deficiencies and perform as-needed repairs.

Why are these services required and what are the consequences of denial?: If the shore power system contract is not approved, the Port may face disruptions in the safe and reliable operation of the existing proprietary system throughout the cruise season. Without the

scheduled annual re-commissioning, critical inspections and preventative maintenance will not occur, increasing the risk of system failures, operational downtime, and safety hazards. Any emerging deficiencies or equipment wear will go unaddressed, potentially leading to more costly emergency repairs and prolonged outages. Additionally, the lack of an approved contract may limit the Port's ability to respond promptly to system issues, affecting cruise operations and overall port reliability.

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 system is proprietary

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: Contracts over 1 million

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): -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@sfsheriffmsa.org, cjohnson@bac3-ca.org, mhenneberry@teamsters853.org,

staff@sfmea.com, mleach@ibt856.org, laborers261@gmail.com, president@twusf.org, jb@local16.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, pmendez@ncscarpenters.org, SMcgarry@ncscarpenters.org

Union Review Sent On: 9/10/2026

Union Review End Date: 9/17/2026

Union Review Duration Met On: 9/17/2026

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:	PRT
Dept Name:	PORT
PSC Coordinator Name:	Alysabeth Alexander Tut
PSC Coordinator Email:	alysabeth.alexander-tut@sfpport.com
PSC ServiceNow Record No.:	DHRPSC0006376

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
1000035087	9/9/2025	9/8/2027	\$ 199,000	DHRPSC0005239	Annual testing and re-commissioning, and related services for the Pier 27 shore side power system



Watts Marine LLC
26119 Calvary Ln NE, Suite 500
Kingston, WA 98346
info@watts-marine.com
www.watts-marine.com

July 6, 2026

City and County of San Francisco
Office of Contract Administration

Re: Sole Source Waiver - Shore Power System

US Patent # 9054558 – Inventor Michael Watts/Patent Holder: Watts Marine LLC

To Whom It May Concern:

As discussed, your department is in need of a letter regarding the City and County of San Francisco's sole source waiver with respect to the Watts Marine Shore Power System.

Watts Marine's shore power system is a unique and proprietary system that enables ships to arrive at the port, shut down their diesel engines, and connect to the local electric power supply. Some similar systems are called "cold ironing." The Watts Marine system includes proprietary medium voltage shore power equipment, cable positioning device(s), automation, monitoring, and reporting components, designed, patented, and exclusively operated by Watts Marine LLC. No one other than Watts Marine designs, delivers operates and maintains this equipment.

The Watts Marine shore power system was originally developed in 2005 by Michael Watts and has since established the IEC industry standard for cruise ship shore power systems, although it also has applications in addition to the cruise ship market.

The shore power system achieves both safety and efficiency with a proprietary automation system to manage and adjust settings specific to a wide range of shore powered vessels. The shore power system design itself is proprietary and the operation of the system requires specially-trained individuals to manage the system ensuring the safety of the shore operator and protecting the multimillion-dollar floating asset. Through continuous remote management and monitoring of the shore power system, Watts Marine ensures the equipment remains operational and ready for service at all times. This is critical to meeting California Air Resources Board (CARB) compliance requirements, which mandate that vessels connect to shore power within a two-hour window upon arrival at berth. By maintaining constant system readiness, Watts Marine enables the City and County of San Francisco and its cruise line partners to meet CARB obligations seamlessly and without interruption.

Watts Marine owns the proprietary rights to its shore power system. Michael Watts originally developed it while running the marine division of Cochran Electric, entitled Cochran Marine. Then, in October of 2021, Watts Marine purchased all assets of Cochran Marine including the patent, identified above and all the intellectual property.

Over 15 years ago, the City and County of San Francisco and Cochran Marine negotiated a sole source contract for Cochran Marine to supply the shore power system and continue to manage, operate, maintain, repair, and upgrade it. The Port recognized that no other company possesses the capability, proprietary access, or expertise required to provide the safety, manage, operate, maintain, repair, and upgrade this system and at a low cost. That commitment to safety, operational efficiency, and cost-effective service; combined with Watts Marine's exclusive access to and expertise in the proprietary system; continues to be the foundation of this ongoing relationship and is the reason the City and County of San Francisco has continued to renew its contracts, first with Cochran Marine, and now with Watts Marine.

The ongoing services provided to the City and County of San Francisco under its contract is to maintain, repair and upgrade as needed. The maintenance prevention plan includes yearly re-commissioning which is testing and replacing minor parts. The additional repair work is on an as needed basis depending on the re-commissioning findings and on the usual wear and tear of the equipment.

Additionally, Watts Marine holds separate contracts with each Cruise Line to operate the shore power system for every connection that takes place. Using our specially trained operators to safely and successfully connect the ships to the shore power system. As mentioned above. Since we are onsite almost daily we are in a unique position to know when something is not working and to immediately correct it if we can. With CARB and their rules to connect within a 2 hour window we do this effortlessly and seamlessly for the Port and for the Cruise Line customers that visit the Port.

Hopefully, the above provides you the details you need to proceed forward with the contract between the Port and Watts Marine. If not, please advise as to any other information or documentation that you need and we will make every effort to provide it to you.

Very truly yours,



Brenda Watts

Principal Owner

Watts Marine LLC



Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PUC

Submitted By: Lucas Hoffmann

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

Project Manager: Lucas Hoffmann

ServiceNow Number: DHRPSC0006546

Version: 0.01

Version Type: New

Brief description of proposed work: PRO.0374 Moccasin Camp New Buildings Construction
Management Staff Augmentation Services

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$18,000,000

Does contract include items other than services?: No

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 48

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: Provide Construction Management staff augmentation services for two new separate building construction projects in Moccasin Camp, the first project being Moccasin Engineering and Records Building and the second project being Moccasin Warehouse. As part of the SFPUC's Hetchy Capital Improvement Project, these projects will replace dilapidated buildings required for designated work areas for engineering and records personnel, secure storage of critical document records and archives, as well as efficient storage capacity for supplies and handling of materials deliveries critical for daily operation of Hetch Hetchy Water and Power. The Construction Management staff augmentation services required for these Projects include, but are not limited to day to day, construction administration, normal and specialty construction inspection, construction contracts

management, construction coordination, change order management, project documentation controls as well as archiving.

The SFPUC will manage the staff augmentation team during the construction phase for these new building projects.

Why are these services required and what are the consequences of denial?: If these services are denied, there will be an impact to project construction management staffing levels for the two new building construction, thus resulting in construction delays, unmanaged and uninspected construction work, significantly increased construction costs, potential compensable delays from the contractors, increased risks to quality control and assurance compliance, as well as increased risk to project safety.

Delay in completing the construction of these projects will have a direct impact on Hetch Hetchy Water and Power personnel being able to efficiently perform their required daily duties that are responsible providing clean drinking water to be Bay Area as well as clean power to the California electrical grid.

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?: 4

Why have you not hired City employees to perform the services?: The SFPUC continuously request new budgeted positions as well as continuing to fill vacancies in budgeted positions. The SFPUC does not have the staff resources to perform the required work. These services are needed to ensure compliance with contract specifications, drawings and procedures. Due to the unique complexities of the design and construction required for the Project, the City has determined that the Project requires specialized expertise and skill. If denied, there would not be adequate staff and the necessary CM expertise to manage the construction of this new treatment plant, thus increasing the overall likelihood of poor construction and inadequate performance of the Projects identified.

In addition, the projects of this request are located in Moccasin, California, under Tuolumne County which is located approximately 2.5 hours east of the San Francisco Bay Area. Due to this location restraint, there are less qualified professionals available that have the experience or expertise to fill permanent positions and/or willing to relocate to the nearby Moccasin area. Therefore, to provide all the necessary construction management services, the SFPUC must reach out to outside services to perform the necessary critical work.

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: Over contract threshold

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

Provide details related to contracts for which BOS approval will be required?: Contracts over \$10-Million

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 services are required on an as-needed, intermittent, and periodic basis to help accommodate SFPUC peak construction workload demands on various short-term capital projects in addition to providing expertise for the anticipated construction work.

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

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

Expertise in construction management processes, contract claims and change order management, scheduling, project controls, construction sequencing, construction techniques such as site excavation and grading, concrete placement for building structures, utility relocation, structural building erection, build out, finishing, and testing of mechanical, electrical, plumbing equipment to ensure continuous human occupancy, construction safety, etc. All construction management services will require direct past experience and expertise with construction of fully-finished multi-story commercial buildings.

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

Q5c1) Identify the classifications: 5241 - Engineer, 5203 - Assistant Engineer, 6130 - Safety Analyst, 6319 - Senior Const Inspector, 5207 - Assoc Engineer, 6318 - Construction Inspector

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

Q5c3) Why are they not able to perform the services?: Construction management services can and will be performed by City staff whenever possible. This request is meant to "augment" existing City staff on intermittent, short duration construction work when City staff is managing other construction projects. The level of construction management resources required for the project is not a long-term need that would warrant the hiring of new SFPUC personnel; these construction management resources are needed in part due to peak workload staffing requirements resulting from the 10-year Capital Improvement Plan. There is more construction

management work than can be performed by in-house SFPUC personnel as available staff have already been assigned to multiple projects. If City staffing resources are confirmed to be available prior to the start of construction, then City staff will be prioritized. Once construction begins, and if an SFPUC staff person becomes available, then that person may be assigned to the Project to gain experience and training for similar work on future construction projects.

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: Specialized training is not needed for these services. Only expertise knowledge in construction management services with the construction of new fully-finished commercial buildings is needed. As the construction management services are for new commercial building construction, company and personnel experience with multi-story fully-finish commercial buildings construction are highly emphasised. These building projects are not the typical infrastructure projects that make up the Hetchy Capital Improvement Project.

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: No, these services won't be needed once the construction work of these projects have been completed.

Additional information to support your request (Optional): The Hetchy Capital Improvement Project is continuing to increase the amount of construction projects being planned and implemented. The 10-Year Capital Plan has increased to \$1.8 Billion. The increase of construction projects requires a temporary increase to the construction management team to administer the construction contracts. The construction contracts are in multiple remote construction sites, are very technical and specialized as the projects adapt to the over 100-year older existing infrastructure system, and heavily focused on completing construction activities during critical water infrastructure system shutdowns. The contract durations and construction costs of the Hetchy Improvement Projects is also increasing, thus requiring construction management services to be provided for the full duration of the construction projects. The technicality of the projects are also requiring personnel with specialized experience to provide necessary oversight of all aspects of the construction management process of the projects.

All these aspects lead to needing a highly technical and larger construction management team to be able to deliver a fully operational project to Hetch Hetchy Water and Power.

Union Notifications

Job Class(es): 5241 - Engineer, 5203 - Assistant Engineer, 6130 - Safety Analyst, 6319 - Senior Const Inspector, 5207 - Assoc Engineer, 6318 - Construction Inspector

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

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 9/9/2026

Union Review End Date: 9/19/2026

Union Review Duration Met On: 9/19/2026

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:	PUC
Dept Name:	Public Utilities Commission
PSC Coordinator Name:	Olga Mejia Rocha
PSC Coordinator Email:	OMejiaRocha@sfwater.org
PSC ServiceNow Record No.:	DHRPSC0006546

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
1000035018	11/26/2024	2/25/2029	\$ 10,720,500	42294 - 23/24	The construction management staff augmentation services required for the New CDD Campus at 2000 Marin Project included, but were not limited to, construction administration, construction inspection, construction contracts management, and project controls.
1000037681	12/18/2025	4/17/2029	\$ 4,985,000	DHRPSC0005085	The construction management staff augmentation services required for the Harrison/Treat Box Sewer Construction Management included, but were not limited to, construction administration, construction inspection, construction contracts management, and project controls.
1000038017	2/27/2026	6/27/2029	\$ 7,700,000	DHRPSC0003353	The construction management staff augmentation services required for the SEP-7 Operations, Engineering, and Maintenance Buildings Construction Management included, but were not limited to, construction administration, construction inspection, construction contracts management, and project controls.
1000037013	10/8/2025	4/7/2030	\$ 9,750,000	DHRPSC0004179	The Construction Management staff augmentation services required for multiple San Joaquin Pipeline Projects include, but are not limited to day to day, construction administration, construction inspection, construction contracts management, construction coordination, change order management, and project documentation controls and archiving.

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: TIS

Submitted By: Jolie Gines

Department Coordinator: Jolie Gines,
jolie.gines@sfgov

Project Manager: Glacier Ybanez

ServiceNow Number: DHRPSC0006523

Version: 0.01

Version Type: New

Brief description of proposed work: Engineering, Consulting, Pre-sales design, maintenance, support, and training services for Arista Systems.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$10,000,000

Does contract include items other than services?: Yes

- Commodities & Equipment: \$30,000,000
- On-premise Software Licenses: \$10,000,000
- On-premise Software Support (without Professional Services): \$10,000,000
- Cloud-Based Software Licenses and Support (without Professional Services): \$10,000,000

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 120

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 Department of Technology will upgrade and refresh Wide and Local Area Networks and relocate Departments to new office spaces. The awarded Supplier will provide project services for the upgrade, move, and migration project areas utilizing following phased structure: 1) Discovery and Analysis, 2) Planning, 3) Upgrade/Migration, 4) Post Go-Live support and training for handoff to City staff. Supplemental services include reviewing current systems and environments, designing new

networks and systems, developing migration plans, configuring, installing, and testing new systems, moving and installing networks in new locations, providing support and training City staff on how to maintain and operate new systems.

The vendor is expected to provide expertise and consulting, to include, but not limited to

1. Network architectural designs and decisions,
2. Migrating a large-scale Local Area Network and Wide Area Network solution that includes Active directory and radius, along with per user policies,
3. Provide documentation and recommendation to plan, implement/migrate to an Arista enterprise network,
4. Assessing, planning, implementing, migrating, and troubleshooting routing protocols such as OSPF, iBGP, eBGP, and EIGRP within the City's existing fiber WAN network,
5. Provide expertise in Multi-factor authentications,
6. Plan and implement Datacenter migrations,
7. Provide knowledge transfer and documentation.

The Department of Technology (DT) is modernizing the City's network infrastructure in response to the City's fiscal challenges while maintaining reliable and secure services. As part of this strategy, DT is reducing its historically significant and more expensive Cisco footprint and transitioning appropriate portions of the network to Arista, providing a more economical solution with strong technical capabilities and a more responsive customer-support model.

The requested professional services provide specialized Arista expertise that is needed to execute the transition efficiently, minimize operational risk, and transfer knowledge to City staff. These services supplement—not supplant—City employees, who will continue to operate and manage the network. Approval enables DT to accelerate the transition from higher-cost legacy infrastructure, affect efficiencies sooner, and strengthen long-term internal capabilities while exercising responsible fiscal stewardship.

Why are these services required and what are the consequences of denial?: Denying the request will delay specialized services that could prolong dependence on the existing higher-cost Cisco technology footprint, defer anticipated efficiencies, and increase the operational risks associated with conducting a complex network transition without sufficient platform-specific expertise. Therefore, approval is critical to advance City objectives including fiscal stewardship, technology modernization, service reliability, operational resilience and responsible use of the City workforce.

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: Department does not have a Commission

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

Provide details related to contracts for which BOS approval will be required?: The contract will exceed \$10 million dollars requiring Board of Supervisors Approval.

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 request is for as-needed engineering and technical services.

Q5c) How will you ensure the services aren't needed once this PSC request has ended?: City staff will be trained to maintain the equipment.

Q5d) Describe the required skills and expertise needed to perform the services: Technical and expert level engineering skills to design network.

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?: unknown

Q5h) Explain why: This is a new network solution and engineering services may be required to complete the full migration from the Cisco platform to the Arista solution.

Additional information to support your request (Optional): The Department of Technology's strategy to do more with less resources is to reduce steep recurring technology costs without compromising the quality of essential infrastructure. The associated professional services from Arista support that strategy by enabling DT to transition toward a more economical network platform while maintaining robust vendor support and developing the internal capability necessary for sustainable City operations.

Union Notifications

Job Class(es): 1042 - IS Engineer-Journey, 1041 - IS Engineer-Assistant, 1044 - IS Engineer-Principal, 1043 - IS Engineer-Senior

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

Labor Union Email Addresses: L21pscreview@ifpte21.org

Union Review Sent On: 9/4/2026

Union Review End Date: 9/14/2026

Post Union Notification

Union Review Duration Met On: 9/14/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PUC

Submitted By: Elinor Buchen

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

Project Manager: Elinor Buchen

ServiceNow Number: DHRPSC0005299

Version: 1.01

Version Type: Amendment

Brief description of proposed work: CS-1275 Meter Transmission Replacement Project
Contractor will replace 50,000 water meters and meter transmission units (MTUs) at locations across the city.

Reason for the Request for Amendment: This PSC was previously approved. We are amending this PSC to reflect the integration of ProField software that was not included in the original PSC. There is no change to the amount or duration in this PSC amendment.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Scope

Amount

Previously Approved Amount: \$15,700,000

Increase Amount: \$0

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

Total Amended Amount: \$15,700,000

Does contract include items other than services?: Yes

- Commodities & Equipment: \$12,500,000

Duration

Is PSC by Duration or Continuing: Duration

Previously Approved Duration (months): 24

Duration Increase (months): 0

Total Amended Duration (months): 24

First Contract Start Date:

PSC Duration End Date:

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Are you making substantive changes to the scope of work last approved?: Yes

Clearly describe scope and detail the services to be performed: This request is for a contract to purchase approximately 50,000 Meter Transmission Units (MTUs) and 50,000 water meters and to provide installation services to replace existing MTUs and water meters throughout the City. These components are part of the San Francisco Public Utilities Commission's Advanced Metering Infrastructure (AMI) system, which collects water usage data used for customer billing, system monitoring, and leak detection.

Many of the currently installed MTUs are more than ten years old and nearing the end of their useful life. As these units age, battery degradation is increasing failure rates and reducing the reliability of the AMI system.

Under this contract, the contractor will provide equipment, field labor, and related services to remove existing equipment, install new meters and MTUs, program and activate devices within the AMI system, and test the equipment to confirm proper operation. All work will be performed under the direction and oversight of SFPUC staff to ensure compliance with SFPUC operational and installation standards.

The supporting integration work includes updating data exchanges between the ProField WOMS and SFPUC systems to support combined meter and MTU replacements, defining data mappings and validation requirements, testing the interfaces, supporting user acceptance testing, correcting identified defects, and providing installation data needed for reconciliation with SFPUC's customer information system. SFPUC information technology and operational staff will participate in defining requirements, testing, and approving the interfaces.

All field and integration work will be performed under the direction and oversight of SFPUC staff to ensure compliance with SFPUC operational, installation, data, and security requirements. This one-time effort will allow the SFPUC to proactively replace the highest-risk MTUs while maintaining reliable meter data collection, accurate billing, and effective leak detection.

This one-time effort will allow the SFPUC to proactively replace the highest-risk MTUs and maintain reliable meter data collection, accurate billing, and effective leak detection.

Has your response to any of the following questions changed?: Yes

Why are these services required and what are the consequences of denial?: MTUs transmit customer water usage data used by the SFPUC to generate timely and accurate billing statements. When MTUs fail, staff must estimate customer bills, which can result in inaccurate charges and require additional staff time to reconcile accounts once actual readings become available. AMI data also supports the SFPUC's leak detection program, which helps identify

potential water loss and notify customers of potential leaks.

Many MTUs and associated water meters are more than ten years old and approaching the end of their useful life. Approximately 80,000 MTUs, representing about 40 percent of the system, are expected to fail within the next three years. While SFPUC staff will continue to perform meter and MTU work, the number of replacements required exceeds current staff capacity. If performed solely by City staff, replacing these units would take an estimated seven to eight years.

The supporting integration services are necessary to exchange installation work orders and completed field data between the contractor's ProField WOMS and SFPUC systems. These services will ensure that meter numbers, register readings, installation results, work-order statuses, and related information can be validated and reconciled with SFPUC's customer information system.

Without this contract, the SFPUC will be unable to replace failing MTUs and meters at the pace required to maintain system reliability. Increased failures would result in more estimated bills, reduced leak detection capability, additional customer disputes, and increased staff time devoted to correcting billing discrepancies. The Customer Service Bureau is currently estimating approximately 14,000 water bills because of AMI equipment failures, which is not sustainable and could result in customer dissatisfaction and negative public attention. Without the associated integration work, SFPUC would also lack an efficient and reliable method for transferring and reconciling the large volume of installation data generated by the project.

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?: City employees currently perform meter and MTU installation, maintenance, and repair work and will continue to do so. The SFPUC has established a dedicated AMI Operations division and added four positions, consisting of one Senior Water Service Inspector and three Water Service Inspectors, to support preventive maintenance and ongoing system operations. The AMI Operations division was created to stabilize the AMI system and manage the program moving forward.

AMI Operations staff are currently performing meter and MTU replacements. Under this contract, City staff will oversee and coordinate the contractor's work, and designated employees will perform quality assurance and quality control inspections to ensure installations meet SFPUC standards. SFPUC information technology and operational staff will also define integration requirements, participate in testing, perform user acceptance testing, and approve the interfaces before full deployment.

However, the volume of replacements expected in the near term exceeds the capacity of existing

City staff. The contract will temporarily supplement City staff to address the large number of aging MTUs expected to fail in the coming years.

The systems integration component is limited, temporary, and specific to this installation project. It represents less than 1% of the total contract value and requires specialized knowledge of the contractor's proprietary ProField WOMS. Because the contractor must configure its own system and correct issues attributable to that system, hiring permanent City employees to perform this limited work would not be practical. SFPUC staff will retain responsibility for City systems, technical oversight, testing, acceptance, and ongoing operations.

Board and Commission Approvals

Has your response to any of the following questions changed?: No

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

Provide details related to contracts for which dept comm approval required: The total contract amount is above the threshold requiring 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?: The total contract amount is above the \$10 million threshold requiring Board approval.

Justification

Has your response to Q1 changed?: No

Q1 - Are there any regulatory or legal requirements supporting outsourcing of this work?:
No

Has your response to any of the following questions changed?: Yes

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?:

These services are required to address the growing backlog of meter and MTU replacements and the increasing number of MTU failures across the AMI system. The volume of replacements currently exceeds the capacity of available City staff to complete the work within the timeframe needed to maintain system reliability.

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

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

staff will continue to perform meter and MTU installation, maintenance, and repair work, including staff from the Meter Shop, Customer Service Bureau Field Services, and the AMI Operations team.

However, the AMI system is approaching the end of its useful life and is experiencing increasing MTU failures. The volume of required replacements exceeds the capacity of available internal staff to address within the necessary timeframe. Temporary contractor support is therefore needed to assist with the increased workload while City staff continue to oversee and perform ongoing operations and maintenance.

The systems integration component is limited, temporary, and specific to this installation project. It represents less than 1% of the total contract value and requires specialized knowledge of the contractor's proprietary ProField WOMS. Because the contractor must configure its own system and correct issues attributable to that system, hiring permanent City employees to perform this limited work would not be practical. SFPUC staff will retain responsibility for City systems, technical oversight, testing, acceptance, and ongoing operations.

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

Q5c1) Identify the classifications: 5620 - Regulatory Specialist, 7316 - Water Service Inspector, 7388 - Utility Plumber, 7353 - Water Meter Repairer, 1044 - IS Engineer-Principal, 1043 - IS Engineer-Senior

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

Q5c3) Why are they not able to perform the services?: Existing staff will continue to do this work. Field staff from the Meter Shop, CSB's Field Services and the new AMI Ops team will all continue to perform these services. However, the system is reaching its end of life and is experiencing more failures than internal staff can address.

The systems integration component is limited, temporary, and specific to this installation project. It represents less than 1% of the total contract value and requires specialized knowledge of the contractor's proprietary ProField WOMS. Because the contractor must configure its own system and correct issues attributable to that system, hiring permanent City employees to perform this limited work would not be practical. SFPUC staff will retain responsibility for City systems, technical oversight, testing, acceptance, and ongoing operations.

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: City staff know how to perform this work.

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

Q5f1) Describe the transition plan, including the anticipated timeline: This contract represents a one-time effort to refresh a significant portion of the AMI system and replace the highest-risk MTUs and meters before widespread failures occur. Once this replacement effort is completed, the number of annual equipment failures is expected to decrease to a level that can be managed through routine maintenance.

Following completion of the contract work, ~18 months from mobilization, the SFPUC will transition fully to an ongoing preventive maintenance and replacement program managed by City staff. The AMI Operations division will oversee the AMI system, monitor system performance, perform routine maintenance, and replace individual meters and MTUs as failures occur.

Staff assigned to oversee and perform QA/QC on contractor work will transition back to performing meter and MTU maintenance and replacement activities as part of the ongoing program.

Additional information to support your request (Optional): Meter Transmission Units (MTUs) transmit water usage data used to generate accurate customer bills and support system monitoring. Many of the oldest units in the AMI system are nearing the end of their useful life and are at increased risk of failure. Proactively replacing these units will help maintain reliable meter data collection, reduce operational disruptions, and support accurate billing for SFPUC customers.

Union Notifications

Have the Job Classes/Labor Unions changed?: Yes

Job Class(es): 5620 - Regulatory Specialist, 7316 - Water Service Inspector, 7388 - Utility Plumber, 7353 - Water Meter Repairer, 1044 - IS Engineer-Principal, 1043 - IS Engineer-Senior

Labor Unions: 038 - Plumbers, Local 38, 021 - Prof & Tech Eng, Local 21

Labor Union Email Addresses: larryjr@ualocal38.org, L21pscreview@ifpte21.org

Union Review Sent On: 9/14/2026

Union Review End Date: 9/24/2026

Union Review Duration Met On: 9/24/2026

Personal Service Contract Summary (PSC Form 1)

PSC Basic Information

Submitting Department: PUC

Submitted By: Elinor Buchen

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

Project Manager: Elinor Buchen

ServiceNow Number: DHRPSC0005299

Version: 0.01

Version Type: New

Brief description of proposed work: CS-1275 Meter Transmission Replacement Project
Contractor will replace 50,000 water meters and meter transmission units (MTUs) at locations across the city.

Review Type and Reason

CSC Review Required: Yes

CSC Review Reason(s):

- Requires CSC Approval by Amount

Amount

PSC Amount: \$15,700,000

Does contract include items other than services?: Yes

- Commodities & Equipment: \$12,500,000

Duration

Is PSC by Duration or Continuing: Duration

PSC Duration (Months): 24

Funding

Funding Source: City Funds

Special circumstances related to funding: No

Scope of Work

Clearly describe scope and detail the services to be performed: This request is for a contract to purchase approximately 50,000 Meter Transmission Units (MTUs) and 50,000 water meters and to provide installation services to replace existing MTUs and water meters throughout the City. These components are part of the San Francisco Public Utilities Commission's Advanced Metering Infrastructure (AMI) system, which collects water usage data used for customer billing, system monitoring, and leak detection.

Many of the currently installed MTUs are more than ten years old and nearing the end of their

useful life. As these units age, battery degradation is increasing failure rates and reducing the reliability of the AMI system.

Under this contract, the contractor will provide equipment, field labor, and related services to remove existing equipment, install new meters and MTUs, program and activate devices within the AMI system, and test the equipment to confirm proper operation. All work will be performed under the direction and oversight of SFPUC staff to ensure compliance with SFPUC operational and installation standards.

This one-time effort will allow the SFPUC to proactively replace the highest-risk MTUs and maintain reliable meter data collection, accurate billing, and effective leak detection.

Why are these services required and what are the consequences of denial?: Meter Transmission Units (MTUs) transmit customer water usage data used by the SFPUC to generate timely and accurate billing statements. When MTUs fail, staff must estimate customer bills, which can result in inaccurate charges and require additional staff time to reconcile accounts once actual readings become available. AMI data also supports the SFPUC's leak detection program, which helps identify potential water loss and notify customers of potential leaks.

Many MTUs and associated water meters are more than ten years old and approaching the end of their useful life. As failures increase due to battery degradation and equipment aging, the reliability of the AMI system is declining. Approximately 80,000 MTUs (about 40 percent of the system) are expected to fail within the next three years. While SFPUC staff will continue to perform meter and MTU work, the number of replacements required exceeds current staff capacity. If performed solely by City staff, replacing these units would take an estimated seven to eight years.

Without these services, the SFPUC will be unable to replace failing MTUs and meters at the pace required to maintain system reliability. Increased MTU failures would result in more estimated billing, reduced leak detection capability, increased customer disputes, and additional staff time required to reconcile billing discrepancies. The Customer Service Bureau is currently estimating approximately 14,000 water bills due to AMI equipment failures, which is not sustainable and could lead to customer dissatisfaction and negative public attention.

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?: City employees currently perform meter and MTU installation, maintenance, and repair work and will continue to do so. The SFPUC has established a dedicated AMI Operations division and added four positions (one Senior Water Service Inspector and three Water Service Inspectors) to support preventive

maintenance and ongoing system operations. The AMI Operations division was created to stabilize the AMI system and manage the program moving forward.

Staff within the AMI Operations division are currently performing meter and MTU replacements. Under this contract, City staff will oversee and coordinate the contractor's work, and a subset of these employees will perform quality assurance and quality control (QA/QC) inspections to ensure installations meet SFPUC standards.

However, the volume of MTU replacements expected in the near term exceeds the capacity of existing staff. This contract will temporarily supplement City staff to address the large number of aging MTUs expected to fail in the coming years.

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: The total contract amount is above the threshold requiring 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?: The total contract amount is above the \$10 million threshold requiring Board approval.

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?:

These services are required to address the growing backlog of meter and MTU replacements and the increasing number of MTU failures across the AMI system. The volume of replacements currently exceeds the capacity of available City staff to complete the work within the timeframe needed to maintain system reliability.

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

Q5b1) Describe the specialized skills and expertise required to perform the services: City staff will continue to perform meter and MTU installation, maintenance, and repair work, including staff from the Meter Shop, Customer Service Bureau Field Services, and the AMI Operations team.

However, the AMI system is approaching the end of its useful life and is experiencing increasing MTU failures. The volume of required replacements exceeds the capacity of available internal staff to address within the necessary timeframe. Temporary contractor support is therefore needed to assist with the increased workload while City staff continue to oversee and perform ongoing operations and maintenance.

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

Q5c1) Identify the classifications: 7316 - Water Service Inspector, 7353 - Water Meter Repairer

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

Q5c3) Why are they not able to perform the services?: Existing staff will continue to do this work. Field staff from the Meter Shop, CSB's Field Services and the new AMI Ops team will all continue to perform these services. However, the system is reaching its end of life and is experiencing more failures than internal staff can address.

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: City staff know how to perform this work.

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

Q5f1) Describe the transition plan, including the anticipated timeline: This contract represents a one-time effort to refresh a significant portion of the AMI system and replace the highest-risk MTUs and meters before widespread failures occur. Once this replacement effort is completed, the number of annual equipment failures is expected to decrease to a level that can be managed through routine maintenance.

Following completion of the contract work, ~18 months from mobilization, the SFPUC will transition fully to an ongoing preventive maintenance and replacement program managed by City staff. The AMI Operations division will oversee the AMI system, monitor system performance, perform routine maintenance, and replace individual meters and MTUs as failures occur.

Staff assigned to oversee and perform QA/QC on contractor work will transition back to performing meter and MTU maintenance and replacement activities as part of the ongoing program.

Additional information to support your request (Optional): Meter Transmission Units (MTUs) transmit water usage data used to generate accurate customer bills and support system monitoring. Many of the oldest units in the AMI system are nearing the end of their useful life and are at increased risk of failure. Proactively replacing these units will help maintain reliable meter data collection, reduce operational disruptions, and support accurate billing for SFPUC customers.

Union Notifications

Job Class(es): 7316 - Water Service Inspector, 7388 - Utility Plumber, 7353 - Water Meter

Repairer

Labor Unions: 038 - Plumbers, Local 38

Labor Union Email Addresses: larryjr@ualocal38.org

Union Review Sent On: 3/20/2026

Union Review End Date: 4/19/2026

Union Review Duration Met On: 4/19/2026

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.

Dept Acronym:	PUC
Dept Name:	Public Utilities Commission
PSC Coordinator Name:	Olga Mejia Rocha
PSC Coordinator Email:	omejia@sfwater.org
PSC ServiceNow Record Number:	DHRPSC0005299

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
JOC 91-08	12/17/2025	6/15/2026	\$ 1,169,538	NA	Short term Meter Transmission Unit replacement services.