

**SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION**

Contractor	<b>Dolores Street Community Services</b>	Division/Section	<b>Population Health Division/CHEP</b>
Address	<b>938 Valencia Street</b>	Director, Population Health Division	<b>Susan Philip, MD, MPH</b>
	<b>San Francisco, CA 94110</b>	DPH Administrator	<b>Tracey Packer</b>
Contact	<b>Laura Valdez</b>	Program Administrator	<b>Thomas Knoble</b>
	<b>Executive Director</b>	Contract Analyst	<b>Kristine Ly</b> Phone <b>415-554-2778</b>

Request for approval of a retroactive new contract with Dolores Street Community Services, in the amount of \$888,541 which includes a 12% contingency, to provide Health and Wellness services in support of the COVID-19 response in the City and County of San Francisco. This request has an initial term of July 1, 2021 through June 30, 2023 (2 years).

Profit  Non-Profit  LBE  Sole Source SS 21.42 Date: 4/29/2021

New  Renewal  Mod  GPO \_\_\_\_\_

Number of years DPH has been doing business with this organization: 20+ years

<u>CONTRACT INFORMATION:</u>	<u>Prior Transaction</u>	<u>Proposed Transaction</u>	<u>Annualized Difference*</u>
	(New)	7/1/2021-6/30/2023	
<b>Funding Sources:</b>			
CDPH ELC Enhancing Detection Expansion	-\$0-	\$693,340	\$693,340
Fed CDC ETE Grant	-\$0-	\$100,000	\$100,000
<b>TOTAL DPH REVENUES</b>	-\$0-	\$793,340	\$793,340
12% Contingency Amount	-\$0-	\$95,201	\$95,201
<b>CONTRACT TOTAL</b>	-\$0-	\$888,541	\$888,541
<i>ANNUAL AMOUNT OF CONTRACT (estimate)</i>	-\$0-	\$593,340	\$593,340
Agency Funds	-\$0-	-\$0-	-\$0-
Contract FTE	-0-	1.68	1.68

**PROPOSED:**

<b>Mode(s) of Service &amp; Unit of Service Definition</b>	<b>No. Of Clients</b>	<b>No. of Units</b>	<b>Unit Cost</b>
<b>7/1/21-6/30/22 (State: \$493,340 annually)</b>			
Outreach – Encounter <i>One UOS = one encounter with a community member (108 encounters/wk x 50 weeks = 5,405 UOS)</i>	2,000	5,405	\$43.95
Non-Medical Case Management - Hours <i>One UOS = one hour of non-clinical case management (50 hrs/wk x 50 wks = 2,494 hrs)</i>	1,300	2,494	\$43.96
Treatment Adherence - Hours <i>One UOS = one hour of treatment adherence support (17 hrs/wk x 50 wks = 831 hrs)</i>	375	831	\$43.98
Peer Advocacy – Encounter <i>One UOS = one encounter with a community member (50 encounters/wk x 50 weeks = 2,494 UOS)</i>	1,300	2,494	\$43.96

<b>8/1/21-7/31/22 (Federal: \$100,000 annually)</b>			
<b>Outreach – Encounter</b> <i>One UOS = one encounter with a community member</i> <i>(22 encounters/wk. x 50 weeks = 1,095 UOS)</i>	2,000	1,095	\$43.97
<b>Non-Medical Case Management – Hours</b> <i>One UOS = one hour of non-clinical case management</i> <i>(10 hrs./wk. x 50 wks. = 506 hrs.)</i>	1,300	506	\$43.92
<b>Treatment Adherence – Hours</b> <i>One UOS = one hour of treatment adherence support</i> <i>(3 hrs./wk. x 50 wks. = 168 hrs)</i>	375	169	\$43.83
<b>Peer Advocacy – Encounter</b> <i>One UOS = one encounter with a community member</i> <i>(10 encounters/wk. x 50 weeks = 506 UOS)</i>	1,300	506	\$43.92

**Explanation of Service Change and Variances:**

This is a new contract with the Dolores Street Community Services to address health and wellness disparities among low-income San Franciscans, due to COVID-19. In collaboration with the SF Department of Public Health, the Dolores Street Community Services Health and Wellness Program will provide COVID-19 Contact Tracing (CT), Case Investigation (CI), Isolation & Quarantine referrals, COVID-19 prevention measures and testing services.

These efforts will assist in testing and outbreak management in schools and in other congregate settings as well as provide health education and support to those with COVID-19. Contact tracing will provide for contacting and isolating those with COVID-19.

As COVID-19 needs wane, staff will provide linkage and wellness services to address health disparities, which include diabetes, mental health, substance use, drug overdose, etc. These services will include wrap around resources and referrals/linkage to care in order to reduce the economic, social and health impact of low-income San Franciscans in an effort to aid in the recovery needs of those impacted by COVID-19. Services will provide focused expertise to meet the unique needs of Spanish monolingual and Mayan speaking populations impacted by COVID-19.

**Monitoring Report/Program Review & Follow-up:**

The contract will be monitored in accordance to all applicable Departmental procedures through the DPH Business Office, Office of Contract Compliance (BOCC).

**Nondiscrimination and Cultural Competency:**

The Contractor will participate in applicable cultural competency requirements.

**Other Significant Issues:** N/A

**Listing of Board of Directors, Owners of 10% or More of the Firm, and Executive Director:**

**Board of Directors:**

Michael Winn, President  
Anjali Cameron

Rocio Avila, Vice President  
Ward Penfold

Kani Lin, Treasurer  
Anat Leonard

*Maximum Board Members: 5-15    Maximum Term Allowed: 2*

*Maximum Length of Term: 2*

**Owners of 10% or More of the Firm:** There are no individuals that own 10% or more of the firm

**Executive Director:** Laura Valdez, Executive Director

**Recommendations:**

The Department recommends approval of this contract.