



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

**DANIEL LURIE
MAYOR**

**AGENDA
Regular Meeting
October 6, 2025**

**2:00 p.m.
Room 400, CITY HALL
1 Dr. Carlton B. Goodlett Place**

This meeting will be held in person at the location listed above. Members of the public may attend the meeting to observe and provide public comment at the physical meeting location listed above or by calling (415) 655-0001 and entering meeting id #2660 517 9856. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: #2660 517 9856
Press # twice to listen to the meeting via audio conference
Dial *3 when you are ready to queue**

DANIEL LURIE, MAYOR

COMMISSIONERS

**KATE FAVETTI
President
JACQUELINE MINOR
Vice President
VITUS LEUNG
ADAM WOOD**

**SANDRA ENG
Executive Officer**

The public is encouraged to submit comments in advance of the meeting by email at civilservice@sfgov.org, or by voicemail message at the CSC Office main line at (628) 652-1100. Comments submitted by 5:00 pm the Friday before the meeting will be included in the record. **Effective January 1, 2025, public comment received by email or voicemail at least three hours prior to the start of a meeting will be provided to the members of the Civil Service Commission and will be included in the record on the Civil Service Commission website. These public comments will no longer be read aloud at meetings.** During commission meetings, members of the public may use the Civil Service Commission's dedicated public comment line (415) 655-0001, Access Code #2660 517 9856.

Regular Meeting October 6, 2025

2:00 p.m.

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

REMOTE ACCESS PROCEDURES

Phone Number
(415) 655-0001

Meeting ID #
2660 517 9856

- Enter the Phone Number above followed by the meeting ID = Then press #
- Press # again to be connected to the meeting (you will hear a beep)
- When you hear the beep
 - Stop and LISTEN to the meeting
 - Wait for Public Comment to be announced by Item #
- When the Clerk calls Public Comment, dial *3 to be added to the speaker line.
- When you press * 3, you will hear *“You have raised your hand to ask a question. Please wait to speak until the host calls on you”* – WAIT for your turn to speak.
- When you hear that *“your line has been unmuted”* – THIS IS YOUR OPPORTUNITY TO PROVIDE YOUR PUBLIC COMMENT

BEST PRACTICES

- Call from a quiet location
- Speak slowly and clearly
- Turn down any televisions or radios around you
- Address the Commission as a whole, do not address individual Commissioners

NOTICE OF COMMISSION HEARING POLICIES AND PROCEDURES**A. Commission Office**

The Civil Service Commission office is located at, 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. The telephone number is (628) 652-1100. The fax number is (628) 652-1109. The email address is civilservice@sfgov.org and the web address is www.sf.gov/civilservice/. Office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

B. Policy Requiring Written Reports

It is the policy of the Civil Service Commission that except for appeals filed under Civil Service Commission Rule 111A Position-Based Testing, all items appearing on its agenda be supported by a written report prepared by Commission or departmental staff. All documents referred to in any Agenda Document are posted adjacent to the Agenda, or if more than one (1) page in length, available for public inspection and copying at the Civil Service Commission office. Reports from City and County personnel supporting agenda items are submitted in accordance with the procedures established by the Executive Officer. Reports not submitted according to procedures, in the format and quantity required, and by the deadline, will not be calendared.

C. Policy on Written Submissions by Appellants

All written material submitted by appellants to be considered by the Commission in support of an agenda item shall be submitted to the Commission office, no later than 5:00 p.m. on the fourth (4th) business day preceding the Commission meeting for which the item is calendared (ordinarily, on Tuesday). An original copy on 8 1/2-inch X 11 inch paper, three-hole punched on left margin, and page numbered in the bottom center margin, shall be provided. Written material submitted for the Commission's review becomes part of a public record and shall be open for public inspection.

D. Policy on Materials being Considered by the Commission

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting on the Civil Service Commission's website at <https://sf.gov/civilservice> and in its office located at 25 Van Ness Avenue, Suite 720, San Francisco, CA 94102. If any materials related to an item on this agenda have been distributed to the Civil Service Commission after distribution of the agenda packet, those materials will be available for public inspection at the Civil Service Commission's during normal office hours (8:00 a.m. to 5:00 p.m. Monday through Friday).

E. Policy and Procedure for Hearings to be Scheduled after 5:00 p.m. and Requests for Postponement

A request to hear an item after 5:00 p.m. should be directed to the Executive Officer as soon as possible following the receipt of notification of an upcoming hearing. Requests may be made by telephone at (628) 652-1100 and confirmed in writing or by fax at (628) 652-1109.

A request for a postponement (continuance) to delay an item to another meeting may be directed to the Commission Executive Officer by telephone or in writing. Before acting, the Executive Officer may refer certain requests to another City official for recommendation. Telephone requests must be confirmed in writing prior to the meeting. Immediately following the "Announcement of Changes" portion of the agenda at the beginning of the meeting, the Commission will consider a request for a postponement that has been previously denied. Appeals filed under Civil Service Commission Rule 111A Position-Based Testing shall be considered on the date it is calendared for hearing except under extraordinary circumstances and upon mutual agreement between the appellant and the Department of Human Resources.

F. Policy and Procedure on Hearing Items Out of Order

Requests to hear items out of order are to be directed to the Commission President at the beginning of the agenda. The President will rule on each request. Such requests may be granted with mutual agreement among the affected parties.

G. Procedure for Commission Hearings

All Commission hearings on disputed matters shall conform to the following procedures: The Commission reserves the right to question each party during its presentation and, in its discretion, to modify any time allocations and requirements.

If a matter is severed from the *Consent Agenda* or the *Ratification Agenda*, presentation by the opponent will be for a maximum time limit of five (5) minutes and response by the departmental representative for a maximum time limit of five (5) minutes. Requests by the public to sever items from the [*Consent Agenda* or] *Ratification Agenda* must be provided with justification for the record.

For items on the *Regular Agenda*, presentation by the departmental representative for a maximum time of five (5) minutes and response by the opponent for a maximum time limit of five (5) minutes.

For items on the *Separations Agenda*, presentation by the department followed by the employee or employee's representative shall be for a maximum time limit of ten (10) minutes for each party unless extended by the Commission.

Each presentation shall conform to the following:

1. Opening summary of case (brief overview);
2. Discussion of evidence;
3. Corroborating witnesses, if necessary; and
4. Closing remarks.

The Commission may allocate five (5) minutes for each side to rebut evidence presented by the other side.

H. Policy on Audio Recording of Commission Meetings

As provided in the San Francisco Sunshine Ordinance, all Commission meetings are audio recorded in digital form. These audio recordings of open sessions are available starting on the day after the Commission meeting on the Civil Service Commission website at www.sfgov.org/civilservice/.

I. Speaking before the Civil Service Commission

Speaker cards are not required. The Commission will take in-person public comment on all items appearing on the agenda at the time the item is heard. The Commission will take public comment on matters not on the Agenda, but within the jurisdiction of the Commission during the "Requests to Speak" portion of the regular meeting. Maximum time will be three (3) minutes. A subsequent comment after the three (3) minute period is limited to one (1) minute. The timer shall be in operation during public comment. Upon any specific request by a Commissioner, time may be extended. People who have received an accommodation due to a disability (as described below) may provide their public comments remotely. The Commission will also allow public comment from members of the public who choose to participate remotely. It is possible that the Commission may experience technical challenges that interfere with the ability of members of the public to participate in the meeting remotely. If that happens, the Commission will attempt to correct the problem, but may continue the hearing so long as people attending in-person are able to observe and offer public comment.

J. Public Comment and Due Process

During general public comment, members of the public sometimes wish to address the Civil Service Commission regarding matters that may come before the Commission in its capacity as an adjudicative body. The Commission does not restrict this use of general public comment. To protect the due process rights of parties to its adjudicative proceedings, however, the Commission will not consider, in connection with any adjudicative proceeding, statements made during general public comment. If members of the public have information that they believe to be relevant to a matter that will come before the Commission in its adjudicative capacity, they may wish to address the Commission during the public comment portion of that adjudicative proceeding. The Commission will not consider public comment in connection with an adjudicative proceeding without providing the parties an opportunity to respond.

K. Policy on use of Cell Phones, Pagers and Similar Sound-Producing Electronic Devices at and During Public Meetings

The ringing and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Information on Disability Access

*** Temporary Wheelchair-accessible entrances are located on Van Ness Avenue and Grove Street. Please note the wheelchair lift at the Goodlett Place/Polk Street is temporarily not available. After multiple repairs that were followed by additional breakdowns, the wheelchair lift at the Goodlett/Polk entrance is being replaced for improved operation and reliability.**

The Civil Service Commission normally meets in Room 400 (Fourth Floor) City Hall, 1 Dr. Carlton B. Goodlett Place. However, meetings not held in this room are conducted in the Civic Center area. City Hall is wheelchair accessible. The closest accessible BART station is the Civic Center, located 2 ½ blocks from City Hall. Accessible MUNI lines serving City Hall are 47 Van Ness Avenue, 9 San Bruno and 71 Haight/Noriega, as well as the METRO stations at Van Ness and Market and at Civic Center. For more information about MUNI accessible services, call (415) 923-6142. Accessible curbside parking has been designated at points in the vicinity of City Hall adjacent to Grove Street and Van Ness Avenue.

The following services are available on request 48 hours prior to the meeting; except for Monday meetings, for which the deadline shall be 4:00 p.m. of the last business day of the preceding week. For American Sign Language interpreters or the use of a reader during a meeting, a sound enhancement system, and/or alternative formats of the agenda and minutes, please contact the Commission office to make arrangements for the accommodation. Late requests will be honored, if possible.

Individuals with severe allergies, environmental illness, multiple chemical sensitivity or related disabilities should call our ADA coordinator at (628) 652-1100 or email civilservice@sfgov.org to discuss meeting accessibility. In order to assist the City's efforts to accommodate such people, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City to accommodate these individuals.

Know your Rights under the Sunshine Ordinance (Chapter 67 of the San Francisco Administrative Code)

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, or to obtain a free copy of the Sunshine Ordinance, contact Victor Young, Administrator of the Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco, CA 94102-4689 at (415) 554-7724, by fax: (415) 554-7854, by e-mail: sotf@sfgov.org, or on the City's website at www.sfgov.org/bdsupvrs/sunshine.

San Francisco Lobbyist Ordinance

Individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code Section 2.100) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the San Francisco Ethics Commission at 25 Van Ness Ave., Suite 220, San Francisco, CA 94102, telephone (415) 252-3100, fax (415) 252-3112 and web site <https://sfethics.org/>.

ITEM NO.

(1) CALL TO ORDER AND ROLL CALL

President Kate Favetti
Vice President Jacqueline P. Minor
Commissioner Vitus Leung
Commissioner Adam Wood

(2) REQUEST TO SPEAK ON ANY MATTER WITHIN THE JURISDICTION OF THE CIVIL SERVICE COMMISSION BUT NOT APPEARING ON TODAY'S AGENDA

(3) APPROVAL OF MINUTES - Action Item

Regular Meeting of September 15, 2025 – 2:00 p.m.

Recommendation: Adopt the Minutes.

(4) ANNOUNCEMENTS

Announcement of changes to the agenda.

Other announcements.

Commissioner announcement of intent to sever items from the Ratification Agenda.

Commissioner announcement of intent to sever items from the Consent Agenda.

Public comment, including public comment on any additional Ratification or Consent items that the public would like severed from the agenda.

(5) HUMAN RESOURCES DIRECTOR'S REPORT

(6) EXECUTIVE OFFICER'S REPORT

RATIFICATION AGENDA

All matters on the Ratification Agenda are considered by the Civil Service Commission to be non-contested and will be acted upon by a single vote of the Commission. There will be no separate discussion on these items unless a request is made; in which event, the matter shall be removed from the Ratification Agenda and considered as a separate item. Each individual addressing the Commission will be limited to a maximum time limit of five minutes for all items severed from the Ratification Agenda.

**(7) Review of Request for Approval of Proposed Personal Services Contracts.
(File No. 0230-25-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005546 - v0.01	Airport	\$225,000,000	Contractor will provide, manage, and operate an off-site distribution center for all concessions at San Francisco International Airport (Airport or SFO), as well as other deliveries for the Airport and for Airlines operating at SFO. Contractor will accept deliveries, provide Transportation Security Administration (TSA) approved screening equipment such as x-rays and/or other scanning devices, as well as security staffing, consolidate products and deliver to tenants at SFO.	New	132 months
DHRPSC 0005677 - v0.01	City Planning	\$3,000,000	SF Planning wishes to obtain professional services to address the California State Senate Bill 272 (2023), which requires local governments to prepare adaptation plans to address sea level rise. Additionally, SB 272 requires that these plans comply with requirements set out by the San Francisco Bay Conservation and Development Commission (on the bay side) and the California Coastal Commission (on the ocean side). The SF Planning Department, in collaboration with ClimateSF and its sister agencies, will prepare an adaptation plan to meet these requirements. This work will include: Identify areas of vulnerability for sea level rise Analyze exposure levels and potential consequences Develop and evaluates adaptation strategies Prepare a funding strategy and implementation plan	New	60 months
DHRPSC 0005673 - v0.01	Public Health	\$9,000,000	Provide ongoing maintenance and upkeep of the fire alarm systems at all Department of Public Health (DPH) facilities, including but not limited to Laguna Honda Hospital (LHH) and Zuckerberg San Francisco General (ZSFG). Contractor shall inspect, test, maintain, and repair 100% of all the fire alarm and fire suppression system devices in accordance with National Fire Protection Association (NFPA) and Joint Commission (JC) requirements. Services will include testing all devices such as smoke detectors, heat detectors, manual pull stations, audible/visual notification appliances, control panels, and communication links. Documentation of all test results and immediate reporting of deficiencies are required to maintain regulatory compliance (e.g., NFPA 72, local fire codes, and healthcare accreditation standards).	New	60 months
DHRPSC 0005667 - v0.01	Public Health	\$2,553,000	The contractor will provide job training and interns to enhance public health programs at schools, clinics, and community settings in San Francisco. Interns will support oral health interventions, food pharmacy programs, value-based care initiatives, and services addressing substance use, homelessness, and communicable disease prevention. Services will include patient navigation, care coordination, health education, data collection, and program evaluation to strengthen service delivery. These efforts will reduce barriers to participation, expand access to care, and strengthen the delivery of health services in schools, clinics, and community settings.	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005514 - v0.01	Public Health	\$28,000,000	The Department of Public Health (DPH) Office of Overdose Prevention seeks to implement a Treatment Connections and Safer Use Supplies Distribution Program that will consist of three components: 1) treatment connections and safer use supply distribution at service locations in priority neighborhoods 2) a drop-in service location in the Tenderloin/SOMA neighborhood and 3) syringe litter removal services throughout San Francisco. All service locations will provide proactive counseling, health education, and connections to treatment services; maintain trained program staff; distribute naloxone and safer use supplies; remove litter in the vicinity of the service location; and collect and report program data to DPH. The drop-in service must also provide space for low-threshold activities, connection with on-site or warm handoff to testing, treatment, and care for HIV, Hepatitis C, and sexually transmitted infections (STI), and secure lockers for participants to store medications and supplies. Syringe litter removal will include daily efforts in designated neighborhoods and a rapid response team to address real-time public requests for litter removal across San Francisco.	New	60 months
DHRPSC 0005610 - v0.01	Public Works	\$23,000,000	Consultants will perform highly specialized structural engineering tasks that may include, but need not be limited to, structural design and analysis of buildings and structures, soil-structure interaction, non-linear analysis, condition assessment reports, field investigations, peer reviews, forensic engineering, bridge engineering, corrosion engineering, value engineering, cost estimating, construction engineering, and consultation for various types of structures in high seismic regions.	New	84 months
DHRPSC 0005720 - v0.01	Human Services	\$1,500,000	Contractor(s) will serve the needs of the high risk and/or medically frail adults served by the Office of the Public Conservator needing transportation to medical appointments, placement, and/or legal proceedings. This service will also be provided to high-risk older adults and adults with disabilities who are served by the Adult Protective Services program needing transportation to meet with medical, legal, or social services providers.	New	46 months
DHRPSC 0005610 - v0.01	Municipal Transportation Agency	\$6,000,000	Perform specialized structural inspections of the Twin Peaks Tunnel in accordance with San Francisco Municipal Transit Agency (SFMTA's) adopted Standard Operating Procedure (SOP) entitled "Tunnel Structural Inspection Procedures". Perform a detailed seismic analysis and risk assessment of the Twin Peaks Tunnel. Perform engineering services to support implementation of recommended repairs and mitigations at the Twin Peaks Tunnel. Provide support in creating an improvement plan for the Twin Peaks Tunnel to prioritize and implement recommended inspections and repairs/mitigations. Provide project management and other administrative support as needed.	New	72 months
DHRPSC 0005565 - v0.01	Public Utilities Commission	\$1,500,000.00	Crane inspections and repair in accordance with CalOSHA ANSI standards in compliance with Plate V title 8 Federal code including OSHA 1810.179, ASME, and ANSI. Scope of services will include, but is not limited to the following main services on equipment located within SFPUC-WWE system wide: <ul style="list-style-type: none"> • Quarterly Maintenance and Inspections • Mandatory Partial Load Testing, • Proof Load and Operational Testing, • Mandatory Annual Inspection, Maintenance, Certification • Quadrennial Inspection, Maintenance, Certification, • Troubleshooting and • "As-needed Repairs" 	New	84 months

DHRPSC 0005648 - v0.01	Public Utilities Commission	\$1,200,000	<p>Aquarium Support Services - Scope of Work</p> <p>Overview</p> <p>Contractor will conduct regular, ongoing maintenance of the Alameda Creek Watershed Center Aquarium systems, including the trout stream aquarium and four quarantine/holding systems and other associated systems. Contractor will be on site for three visits per week, approximately seven hours per visit. All visits would be set on a predetermined regular service schedule during the Monday – Friday work week.</p> <p>Weekly Ongoing Maintenance Tasks</p> <ul style="list-style-type: none"> • Window maintenance and detailing of interior window surfaces to remove algal growth on windows. All acrylic window surfaces will be maintained with acrylic safe tools to reduce the potential for scratching the window surfaces. • Cleaning tank bottom/substrate as needed. • Cleaning tank interior surfaces to help reduce/mitigate algal growth on rockwork. Rockwork is all shotcrete surfaces with integral color. Stiff bristled brushes may be required to reduce algal growth on rock surfaces. • Animal quarantine care to ensure animals are healthy with no sign of disease, good body condition and eating properly before adding them to the display tank. Depending on the source and state of the animals when received, quarantine period could require 60 days or longer before animals are ready to move to the display aquarium. • Moving animals from quarantine systems to display tank once animals appear healthy with no sign of disease, good body condition and eating properly. It is recommended to start to add animals at a minimum of 45 to 60 days prior to opening the opening of the facility to the public. • Visually inspect filtration equipment. • Test water quality parameters. Contractor can test a wide range of water quality parameters in house. Typical water tests required for monitoring water quality for fish health include: <ul style="list-style-type: none"> o Temperature – Target 55-59 F. o pH - Target 7.0-7.5 – Some variability outside of this range is acceptable. pH of source water will determine final pH target range. o Ammonia – Target 0ppm once tank is fully cycled. o Nitrite – Target 0 ppm once tank is fully cycled. Calibrate pH and ORP probes as needed. • Backwash sand filters and bead filters as needed for both the display aquarium and the large round quarantine tank. • Manual backwash of the activated carbon filters for incoming water to the rooms for top off and make up water to the various aquarium and quarantine systems. • Cleaning and any service required for the surface skimmer on the display aquarium. • Clean bag filters on quarantine systems. • Remote system monitoring through Apex monitoring system during business hours. • Staff training on feeding and basic system observation for days Contractor is not on site. o Nitrate – Target 80 ppm or less. o Chlorine – Target 0 ppm. o Additional test we can perform if needed include: Alkalinity and Phosphate. • Calibrate pH and ORP probes as needed. • Backwash sand filters and bead filters as needed for both the display aquarium and the large round quarantine tank. • Manual backwash of the activated carbon filters for incoming water to the rooms for top off and make up water to the various aquarium and quarantine systems. • Cleaning and any service required for the surface skimmer on the display aquarium. • Clean bag filters on quarantine systems • Clean pump basket strainers • Perform partial water changes as needed – Partial water changes will be part of the regular weekly maintenance. Water change volume will be dependent on sand filter backwash durations. Tenji targets 10-20% of tank volume weekly for partial water changes. Replacement water is filtered through the activated carbon to remove residual chlorine and other impurities. 	New	96 months
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PSC	Department	Amount	Type of Service	Type of Approval	Duration
			<ul style="list-style-type: none"> • Remote system monitoring through Apex monitoring system during business hours. • Staff training on feeding and basic system observation for days Contractor is not on site. Additional Scope Yearly Equipment Replacement Over time equipment will require serviceable part replacement and/or full replacement. Yearly Labor by Fabrication Team / LSS Installer Labor to replace serviceable parts including Contractor overseeing an HVAC technician to service all chiller units per O&M. Animal Procurement and Replacement Contractor will procure the initial animals for the aquarium and as needed thereafter. Consumable Products Including but not limited to fish food, algacide, beneficial bacteria, algae cleaning pads, and other consumable products. Equipment Replacement Major equipment replacements will be quoted on a case-by-case basis. Labor by Fabrication Team / LSS installer Labor to replace or repair major equipment. Emergency Maintenance Visits Any visit deemed necessary outside of standard scheduled visits.		
DHRPSC 0002578 - v1.01	Public Health	Current Approved Amount \$500,000 Increase Amount Requested \$0 New Total Amount Requested \$500,000	For access to a Software as a Service Application (SaaS) (web-based) application used by the Department of Public Health (DPH). The application provides for evidence-based clinical decision support criteria, to make appropriate care management decisions, to ensure the medical necessity of inpatient stays (acute or not), use of resources, and appealing billing denials. In addition, the contractor will also provide assistance in the upgrade process from the on premise hosted version of their software to the SaaS version of their propriety application.	Amendment	Increase months 62 Total months 120
DHRPSC 0005443 - v1.01	Fire	Current Approved Amount \$1,000,000 Increase Amount Requested \$1,000,000 New Total Amount Requested \$2,000,000	Provide mobile hearing screening tests for all firefighters to determine if they meet NFPA (National Fire Protection Association) Standard 1582 Section 6.5.1. to be able to perform effectively as firefighters. Additionally, to provide mobile Tuberculosis (TB) screening (using Quantiferon gold TB blood test or equivalent) to ensure members have not been exposed to TB.	Amendment	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0003076 - v1.01	Juvenile	Current Approved Amount \$300,000 Increase Amount Requested \$180,000 New Total Amount Requested \$480,000	<p>The department anticipates procuring as-needed professional services for dietary & nutritional technical support, in-service training, and compliance monitoring for food service operations for the Juvenile Justice Center (JJC). Key areas for technical support and training will include:</p> <ul style="list-style-type: none"> i. Menu and nutrient development & analyses ii. Therapeutic diets and accommodation requests iii. Food service staffing and operations iv. Staff in-service training needs v. Food service policies and documentation <p>Under the guiding principle of encouraging young people at the JJC to make healthier nutritional choices in their daily lives, the selected Contractor shall assist the department's food operations team with determining current gaps and needs, developing a staff development/training plan, and preparing summary date reports for relevant audits and inspections, all in accordance with California's Title 15 Minimum Standards for Juvenile Facilities. The selected Contractor shall plan menus at least one month in advance of their use. Menus shall be planned to provide a variety of foods considering the cultural and ethnic makeup of young people at the JJC, thus, preventing repetitive meals. Menus shall be approved by the selected Contractor before being used. If any meal served varies from the planned menu, the change shall be noted in writing on the menu and/or production worksheet. Menus, as planned and including changes, shall be retained for one year and evaluated by a registered dietitian at least annually. Additionally, the selected Contractor shall implement nutritional and caloric requirements found in the most currently published: a) Dietary Reference Intakes (DRI) of the Food and Nutrition Board, b) Institute of Medicine of the National Academies, c) California Food Guide, and the d) Dietary Guidelines for Americans. Essential duties of the selected Proposer may include:</p> <ul style="list-style-type: none"> i. Menu planning and approval ii. Completing nutrition assessments tailored to young people at JPD and developing nutrition tracking plans for young people at the JJC. iii. Providing community and/or partnership referrals as needed to assist with linkage as necessary. iv. Participating in departmental meetings to provide expertise as needed. v. Monitoring and tracking nutritional services at the JJC to ensure compliance with government rules and regulations including California's Title 15. vi. Developing training plans to meet compliance requirements. vii. Preparing required reports that align with internal policies and procedures. viii. Maintaining nutrition assessment information and making recommendations for strengthening the Food Services Program at the JJC ix. Researching, collecting, and developing scientifically based nutrition materials. x. Reviewing and screening nutrition data for accuracy and use within the department. 	Amendment	Increase months 36 Total months 96

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0001321 - v1.01	Police	Current Approved Amount \$400,000 Increase Amount Requested \$320,000 New Total Amount Requested \$720,000	To comply with the Federal Bureau of Investigations (FBI) requirement of physical media disposal to minimize risk of sensitive information compromise by unauthorized individuals, the San Francisco Police Department (SFPD) is seeking a contractor to provide service to all SFPD locations (10 district stations, headquarters, academy, crime lab, and other divisions). The contractor will use a mobile shredding truck to provide on-site shredding and disposal approximately twice a month and destruction and disposal of other physical media on an as-needed basis. Other physical media may include, but not be limited to, body worn cameras, smartphones, computer disks, film, magnetic disks, magnetic tapes, transparencies, and video cassettes. An assigned SFPD employee (sworn officer, facilities coordinator, Public Service Aide or Police Cadet) at each location must physically witness shredding process of contents of confidential bins and destruction of other physical media by contractor employees.	Amendment	Increase months 48 Total months 120

***Note:** New Personal Services Contracts start date may not exceed eighteen (18) months after approval/commission meeting date.*

Recommendation of the Human Resources Director:

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

REGULAR AGENDA

Copies of all staff reports and materials being considered by the Civil Service Commission are available for public view 72 hours prior to the Civil Service Commission meeting.

(8) Request for Changes to CSC Rule 114 and Status Grant from Class 8302 Deputy Sheriff I to Class 8504 Deputy Sheriff for Affected Employees. (File No. 0215-25-5) – Action Item

September 15, 2025: Adopted the Staff Report, implement rule change and grant status to 8504 to the affected employees.

Recommendation of the Executive Officer:

Accept the report from the Executive Officer and adopt the proposed amendments to Rule 114 Article V Employment in Class 8304/8504 Deputy Sheriff and Class 8302 Deputy Sheriff I.

**(9) Review of Request for Approval of Proposed Personal Services Contract
#DHRPSC0005440 - v0.01 from the Department of Public Health.
(File No. 0217-25-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005440 - v0.01	Public Health	\$53,000,000	Provide residential services in a community setting for adults and older adults with serious and persistent mental illness or other behavioral health needs who may also have chronic medical conditions and/or cognitive impairments or dementia. Services include meals, assistance with activities of daily living, medication support, daily activities that may include social and vocational rehabilitation, housekeeping, access to medical care, and administration/program management. Facility operators will provide residential support for individuals who recently completed a treatment program and are waiting for independent housing, as well as individuals – including people experiencing homelessness – who need support, supervision, and/or socialization to maintain housing stability. The services must be provided in a facility that is licensed by the Department of Social Services Community Care Licensing in compliance with California Code of Regulations, Title 22, Division 6, Chapters 6 or 8.	New	36 months

August 18, 2025: Continued to the meeting of September 15, 2025.

September 15, 2025: Postponed to the meeting of October 6, 2025, at the request of the department.

Recommendation of the Human Resources Director:

Adopt the report. Approve the request for proposed Personal Services Contract #DHRPSC0005440 - v0.01; Notify the Office of the Controller and the Office of Contract Administration

(10) COMMISSIONERS' ANNOUNCEMENTS/REQUESTS

(11) ADJOURNMENT