



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

**DANIEL LURIE
MAYOR**

AMENDED

**AGENDA
Regular Meeting
December 15, 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 #2663 868 5175. Instructions for providing remote public comment are below.

**LISTEN/PUBLIC COMMENT CALL-IN
USA is (415) 655-0001 | Access Code: #2663 868 5175
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**

PUBLIC NOTICE:

The Commission will hold its holiday luncheon on Monday, December 15, 2025, at 11:30 a.m. at Max's Opera Café (located at 601 Van Ness Avenue). No Commission business will be discussed or actions taken. Members of the public may attend solely to hear and observe the luncheon.

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 #2663 868 5175.

Regular Meeting December 15, 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 #
2663 868 5175

- 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 December 1, 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.

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

COMMENDATIONS AGENDA

(5) Commendation for Janie White, Assistant Director Employee Leave and Reasonable Accommodation Programs, Department of Human Resources for her dedicated service to the City and County of San Francisco. (File No. 0293-25-1) – Action Item

Recommendation: Accept the Commendation.

(6) Recognition to Commissioner Elizabeth Salveson for her dedicated service to the City and County of San Francisco as a Civil Service Commissioner from March 5, 2018 through June 30, 2025; and her leadership as President of the Civil Service Commission from July 1, 2019 through June 30, 2020 and July 1, 2020 through June 30, 2021. (File No. 0299-25-1) – Action Item

Recommendation: Approve.

(7) **HUMAN RESOURCES DIRECTOR'S REPORT**(8) **EXECUTIVE OFFICER'S REPORT****Fiscal Years 2026-27 and 2027-28 Mayor's Budget Instructions and Department Budget Preparation Schedule. (File No. 0300-25-1) – Action Item****Recommendation:** Open for discussion.**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.

(9) **Review of Request for Approval of Proposed Personal Services Contracts.
(File No. 0294-25-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005389 - v0.01	City Administrator	\$650,000	Contractor will provide manufacturer-certified technicians to evaluate, troubleshoot, and repair the City's Variable Frequency Drives (VFDs). These on-site services include the start-up and commissioning of new VFD installations, ensuring correct parameter settings and wiring. VFDs are used to regulate air circulation in HVAC systems, provide smooth control over water treatment processes, and control motor speeds and torque in electro-mechanical drive systems.	New	48 Months
DHRPSC 0005779 - v0.01	Airport	\$3,000,000	The Contractor will serve as San Francisco International Airport's (SFO or Airport) representative in Washington, D.C., advocating on federal matters related to aviation legislation, regulatory compliance, security mandates, and funding opportunities. Acting on behalf of SFO, the Contractor will engage with key federal entities including Congress, the U.S. Department of Transportation, the Federal Aviation Administration, and the U.S. Department of Homeland Security to advance the Airport's interests.	New	108 months
DHRPSC 0005812 - v0.01	Emergency Management	\$250,000	A cleaning and maintenance program for the Data Center Rooms at 1011 Turk, San Francisco	New	60 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005827 - v0.01	Public Health	\$8,000,000	Contractor will provide 24-hour support, supervision, and treatment to individuals with serious mental illness through Mental Health Transitional Residential Treatment Programs (TRTP). Services will include therapeutic support (such as individual and group therapy, symptom management, and medication monitoring), case management (including care coordination with outpatient providers, linkage to essential services, and referrals to other appropriate services indicated by the client's treatment plan goal), and general life skill training (such as cooking, budgeting, social relationship building, and vocational skill building) to foster independence. Services will be provided in homelike community environments to mimic independent living and allow participants to practice strategies that improve functioning and maintain long-term stability. All participants will receive a behavioral health assessment, treatment plan, interventions to meet treatment plan goals, and discharge planning. Treatment will be evidence-based and monitored annually by the Department of Health Care Services (DHCS) in alignment with California Code of Regulations Title 9 §532.2. Participants will be referred by various mental health providers and must receive prior authorization from Behavioral Health Services Central Utilization Management (BHS Central UM) division. Services are generally authorized for 90 days, with extensions granted if medical necessity criteria continue to be met. The program will prioritize care for individuals with an HIV or AIDS diagnosis.	New	60 months
DHRPSC 0005816 - v0.01	Library	\$1,000,000	The Contractor will review and analyze the Library's telecommunications service accounts (including voice, data, internet, cloud, and mobility) to identify cost recovery opportunities, eliminate unnecessary services, and recommend cost reductions. The Contractor will present findings to the Library, implement selected recommendations, and prepare a complete telecommunications inventory. Upon completion, the Contractor will conduct an industry benchmark analysis comparing the Library's telecommunications spending and audit results against peer organizations. Compensation is contingent upon verified cost savings achieved through the Contractor's implementation efforts.	New	36 months
DHRPSC 0005849 - v0.01	Public Utilities Commission	\$12,000,000	Consultants will perform as-needed geotechnical engineering services to support the SFPUC's infrastructure projects. Services include performing field exploration and hazard assessment, field and laboratory testing, engineering analysis, development of geotechnical design criteria and hazard mitigation, preparation of geotechnical interpretation reports and specifications, construction observations and monitoring, technical reviews, and other related geotechnical and geological services. Highly specialized services such as soil-structure interaction analysis, fault-crossing mitigation design, and tunnel and dam design expertise are also required. Geotechnical services are also needed to support repairs for emergencies such as pipe breaks and landslides. The maximum term will be 5 years per contract.	New	78 months

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005809 - v0.01	Public Utilities Commission	\$4,500,000	The work is for the planning, designing, and implementation of complex relocations of San Francisco Public Utilities Commission (SFPUC) staff, equipment, inventory, fleet vehicles, and archival materials from outdated corporation yards, comprised of administration facilities, industrial shops, warehouse, life sciences laboratories, libraries, to newly constructed corporation yards in San Francisco and San Mateo Counties. The complex relocations shall be executed without disruption to the agency's 24/7 water supply and delivery operations and emergency response responsibilities. The planning, design, and execution of the work shall include development of relocation strategies and plans; communication materials for managers and staff; inventory and condition assessments of existing furniture, fixtures, and equipment; assistance with development of requests for proposals for specialty vendors (e.g. move companies, IT disconnect/connect, Records Management vendor, decommissioning of vacated facilities); developing Move-Day schedules; managing and supervising all Move-Day activities; on-site supervision of all vendors performing specialty services; and set-up and management of Post-Move Day support services (e.g. Welcome Center, Move-In Support). For each relocation, the planning and design work is estimated to require 18 to 24 months, and the execution of the relocation work on Move-Day is estimated to require 72 to 48 hours.	New	96 months
DHRPSC 0005855 - v0.01	Public Utilities Commission	\$500,000	Scope of services include providing staff with support for Request for Proposal configuration aligned with operationalizing workflow processes; Lean Construction; Target Budget Design and Cost Modelling; Target Milestone Scheduling; and Decision Making Governance. The contractor will be as-needed advisor in best practices for progressive design build delivery, training the SFPUC team for successful implementation of projects for Water, Power and Sewer portfolios.	New	36 months
DHRPSC 0002390 - v1.01	Airport	Current Approved Amount \$500,000 Increase Amount Requested \$300,000 New Total Amount Requested \$850,000	The San Francisco International Airport ("Airport") requires specialized support/maintenance, and custom programming for the Airport's Operating Budget System (OBS). The OBS proprietary financial software system was implemented to develop the annual operating budget submittal and submit the request electronically to the Controller's and Mayor's Office.	Amendment	Increase months 0 Total months 60

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0001561 - v1.01	Public Utilities Commission	Current Approved Amount \$5,500,000 Increase Amount Requested \$0 New Total Amount Requested \$5,500,000	The San Francisco Public Utilities Commission (SFPUC) intends to award the full amount of \$5.5 million to provide professional construction management (CM) services to support SFPUC staff on the Westside Pump Station (WSS) Reliability Improvements Project. As part of the SFPUC's Sewer System Improvement Program (SSIP), the WSS Project is located at the southeast corner of the intersection of the Great Highway and Sloat Boulevard in the Lakeshore District of San Francisco, just west of the main parking lot for the San Francisco Zoo and right next to the Great Highway. The existing WSS facility is the SFPUC's main wastewater pump station for the west side of San Francisco. Its continued service and reliability are vital to 1) maintain full compliance with State and Federal regulatory requirements applicable to the treatment and disposal of sewage and storm water and 2) ensure critical infrastructure functions are provided with redundancy to protect public health for the people of San Francisco. The new WSS Project will improve the reliability of the existing pump station by providing redundant electrical power service feeds, replacing essential wastewater process mechanical and electrical equipment, and providing ventilation, plumbing, and instrumentation and control improvements. The WSS Project also includes site civil work, street curb ramp work, landscape and architectural facility work, structural cast-in-place concrete vaults, foundation and facility modification work, shoring work, construction of a new electrical building, pipeline replacement, corrosion protection, and security improvements. The CM staff augmentation services required for the WSS project include, but are not limited to, construction contract administration, construction inspection, construction contracts management, and project controls.	Amendment	Increase months 18 Total months 77

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.

CONSENT AGENDA

All matters on the Consent Agenda considered by the Civil Service Commission 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 Consent 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 Consent Agenda.

(10) Civil Service Commission Five-Year Strategic Plan. (File No. 0261-25-1) – Action Item

November 3, 2025: Continued to the meeting of December 15, 2026.

Recommendation: Postponed to the meeting of January 26, 2026.

(11) Follow-up Report on Personal Services Contract Number DHRPSC0005091 v0.01 from the Department of Public Health. (File No. 0295-25-8) – Action Item

Recommendation: Adopt the report.

(12) Update on Proposed Personal Services Contract #DHRPSC0005086 v 0.01 from the Human Services Agency. (File No. 0067-25-8) – Action Item

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005086 v 0.01	Human Services Agency	\$15,000,000	<p>The service provider will develop, provide and case manage all service activities in a manner consistent with the current Wraparound philosophy adopted by the state of California, and in the best interests of the child and family (service examples: skill building strategies, home based services, and any other services required to meet the family's needs). The service provider will be responsible for ensuring community-based interventions, including the delivery of tiered, highly coordinated, and highly individualized no reject/no eject services to achieve positive outcomes in the life of the child and his/her family.</p> <p>The service plan is individualized, with strategies that reflect the child and family's culture and preferences. California Wraparound is intended to allow children to live and grow up in a safe, stable, permanent family environment. For children and families in the foster care system, the Wraparound process can:</p> <ul style="list-style-type: none"> § Enhance strengths by creating a strength-based intervention plan with a child and family team; § Promote youth and parent involvement with family voice, choice, and preference; § Use community-based services; § Create independence and stability; § Provide services that fit a child and family's identified needs, culture, and preferences; § Create one plan to coordinate responses in all life domains; and § Focus on achieving positive goals. 	New	48 months

March 3, 2025: Continued PSC #DHRPSC0005086 v 0.01 to the meeting of April 7, 2025.

April 7, 2025: Adopted the report and approved PSC #DHRPSC0005086 v 0.0.01 from the Human Service Agency with the condition of working with the Department of Human Resources and SEIU Local 1021 to conduct a feasibility study to create a position or add special condition to an existing classification with the goal of having the requested work done in-house in the future. The Human Service Agency must also report back to the Civil Service Commission by December 15, 2025, with an update. Notify the Office of the Controller and the Office of Contract Administration.

Recommendation: Postponed to the meeting of April 20, 2026, at the request of the Department.

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.

**(13) Review of Request for Approval of Proposed Personal Services Contract
#DHRPSC0005938 - v0.01 from the Police Department. (File No. 0296-25-8) –
Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005938 - v0.01	Police	\$3,900,000	Scope includes the following: -- Planning an 18-month project that involves numerous stakeholders who are directly impacted by operational change of reporting incidents and arrests. -- Design and build through system configuration the Records Management System (RMS) that meets the requirements of the 120+ page Statement of Work with the vendor. -- Work with the RMS vendor to deliver enhancements according to the SOW and discovery process during implementation. -- Build 12+ interfaces that transfer data via export, import, or both bi-directional which requires working with multiple vendors. -- Build 2 data conversions where one is via documents and the other is via table fields. -- Validate the completion of design and build, interfaces, and data conversions via 3 phases of testing: functional acceptance testing, integration and conversion testing, and user acceptance testing. -- Develop and execute training plans that will train 2000+ officers and civilians for the new RMS that will replace the existing incident reporting system. -- Prepare cutover plans for Go-Live that will include a 60-day stabilization period of rapid support. -- Achieve California DOJ CIBRS certification which is required for crime data submittals to the FBI.	New	60 months

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.

**(14) Review of Request for Approval of Proposed Personal Services Contract
#DHRPSC0005960 - v0.01 from the Human Rights Commission.
(File No. 0301-25-8) – Action Item**

PSC	Department	Amount	Type of Service	Type of Approval	Duration
DHRPSC 0005960 - v0.01	Human Rights Commission	\$7,000,000	The project will administer a specialized small-grant program designed to support small, emerging community-based organizations that face barriers to participating in traditional City funding processes. The selected partner will design and implement a competitive, transparent solicitation; manage the distribution of grant funds; and provide tailored technical assistance, mentorship, and fiscal guidance to strengthen grantee organizations. Services include external nonprofit-facing activities such as capacity-building workshops, leadership development support, financial health coaching, and guidance on operational best practices. The partner will also conduct structured monitoring and reporting to ensure alignment with City compliance standards and program goals. Finally, the project includes developing a transition plan to help organizations maintain stability and pursue future funding opportunities beyond the grant period.	New	24 months

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.

**(15) 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.

October 6, 2025:

Postponed to a future meeting at the request of the department.

November 17, 2025:

Postponed to the meeting of December 15, 2025, at the request of the Department and the Union.

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.

(16) Public Comment on all matters pertaining to Items 17 and 18.

(17) Vote on whether to hold Item 18 in closed session. (Action Item)

CLOSED SESSION AGENDA

- (18) PERSONNEL EXCEPTION – Appeal by Peace Officer of the Human Resources Director’s Determination to Administratively Close the Peace Officer’s Complaint. EEO File No. HRC0009913; (Gov. Code § 54957(b)(1), Admin Code § 67.10(b); Peace Officer Confidentiality Statutes (Penal Code §§ 832.5, 832.7, 832.8)). (File No. 0202-25-1) – Discussion and Possible Action**

Recommendation of the Human Resources Director:

Adopt the report, uphold the decision of the Human Resources Director, and deny the appeal.

- (19) Reconvene in Open Session. Vote to elect whether to disclose any or all discussions on Item 18 in closed session (S.F. Admin. §67.12 (a)) – Action Item**

- (20) COMMISSIONERS’ ANNOUNCEMENTS/REQUESTS**

- (21) ADJOURNMENT**