



City and County of San Francisco

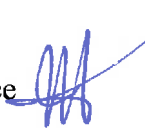
San Francisco Department of Public Health

Barbara A. Garcia, MPA
Director of Health

MEMORANDUM

DATE: November 25, 2014

TO: Edward A. Chow, M.D., President, Health Commission
Cecilia Chung, Chair, Health Commission Finance Committee
Honorable Members of the Health Commission

FROM: Jacquie Hale, Director, Office of Contract Management and Compliance 

RE: **Request for approval of changes to list of contracts designated as sole source, professional services contracts for health and behavioral health services and support provided by non-profit contractors, as authorized by San Francisco Administrative Code Section 21.42.**

Attached for your approval is a list of contracts designated as sole source professional services contracts for health and behavioral health services and support provided by non-profit contractors, as authorized by San Francisco Administrative Code Section 21.42, also referred to as a "DPH Sole Source." As in previous years, a brief description of the historical background for this request is included at the end of this memorandum, for your reference.

Also as in previous years, the attached listing is intentionally broad, listing all DPH non-profit contractors by major service category rather than detailed inventories of services, in order to facilitate approval by the City Attorney and the Office of Contract Administration (OCA)/Purchaser.

The "DPH Sole Source" authority allows us to continue to contract with nonprofit organizations in situations such as when Board add-back funding is received, grant funding is based on a specific contractor receiving funds, a provider is uniquely qualified to serve a specific target population, a program is transferred from one provider to another, or a provider is linked to a specific facility, e.g., an supportive housing site.

Please note that many of the services shown on the attached list have been competitively solicited through Requests for Proposal (RFPs) or Requests for Qualifications (RFQs) since the list was originally created.

Additions and deletions are shown on the next page, as well as on the attached list. The list has been updated to reflect the Department's organization into the San Francisco Health Network and the Population Health Division.

The Department respectfully requests approval of these changes. Thank you for your consideration.

The mission of the San Francisco Department of Public Health is to protect and promote the health of all San Franciscans.

We shall ~ Assess and research the health of the community ~ Develop and enforce health policy ~ Prevent disease and injury ~
~ Educate the public and train health care providers ~ Provide quality, comprehensive, culturally-proficient health services ~ Ensure equal access to all ~

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101 Grove Street, Room 307, San Francisco, CA 94102

Deletions:

No longer in business:

- Asian American Recovery Services
- Community Vocational Enterprises
- Iris Center: Women's Counseling and Recovery Services

Duplicates:

- MSC Psychiatric Services Corp.
- PHFE Management Solutions
- San Francisco Bar Association

Additions:

New Vendors:

- Henry J. Kaiser Family Foundation
- San Francisco Community Agencies Responding to Disaster (SF CARD)
- Women's Community Clinic (was under Tides Foundation; has gained nonprofit status)

Out-of-county children's mental health providers under Senate Bill 785 (usually 1-2 clients):

- Aldea Children and Family Services
- Sierra Vista Child and Family Services
- Unity Care Group, Inc.
- Youth and Family Services

Additions of Service Categories:

- AIDS Legal Referral Panel of the San Francisco Bay Area
- Alternative Family Services, Inc.
- Asian Pacific Islander Wellness Center
- AsianWeek Foundation
- Asthma Resource Center of San Francisco
- Bar Association of San Francisco
- Bayview Hunter's Point - YMCA
- Bayview Hunter's Point Foundation for Community Improvement, Inc.
- Bayview Hunter's Point HERC
- Black Coalition on AIDS
- California Institute of Integral Studies
- California Pacific Medical Center
- Center to Promote Healthcare Access
- Central American Resource Center (CARACEN)
- Community Initiatives
- Community Youth Center San Francisco
- Dignity Health/St. Mary's Medical Center
- Dolores Street Community Center
- Edgewood Center for Children and Families
- Family Service Agency of San Francisco
- Girls' After School Academy
- Glide Foundation
- Health Initiatives for Youth
- Health Right 360
- Immune Enhancement Project
- Institute for Community Health Outreach
- Instituto Familiar de la Raza
- Latino Commission
- Legal Services for Children
- Lutheran Social Services of Northern California
- North East Medical Services
- Polaris (Black Infant Health Project)
- Project Open Hand
- Public Health Foundation Enterprises (PHFE)
- San Francisco Suicide Prevention
- Seneca Center
- Shanti Project
- Special Services for Groups
- St. James Infirmary
- Tides Center
- Westside Community Mental Health Center
- YMCA of San Francisco

Background:

DPH Contracting – Historical Practice prior to Late 2006

Prior to late 2006, DPH's practice was to request approval of the Health Commission for contract renewals at Health Commission meetings. This provided a public forum for any contractor to present concerns about the fairness of the contracting process. DPH would periodically issue competitive solicitations ("RFPs") as needed to ensure that prices were competitive and to allow for the participation of interested providers/vendors. Contract renewals or extensions were not approved for more than 10 years, as required in the City Administrative Code, which resulted in the need to do new RFPs at least every 10 years.

City Attorney opinion on City Charter Provisions and Administrative Code

In late 2006, the interpretation of the City Charter and the Administrative code and the review of contracts changed significantly, resulting in the need for DPH to make many adjustments over the next several years. In summary, they are:

- *Original contract agreements may only be established upon the initial award from an RFP.* This resulted in all of those contract renewals which had been previously written and approved by the Commission as original contract agreements being considered to be amendments/modifications to the initial contract that had first been established under an RFP. As a result of that re-calculation, the total contract amount for many contracts suddenly amounted to more than \$10 million, and so required Board of Supervisors approval, both retroactively and prospectively, until new RFPs could be conducted.
- *An RFP is considered "stale" after approximately one year, and may no longer be used for selections/awards.* As a result, if DPH needs to make an award for the same services at a time later than approximately one year from the date of the RFP, then a new RFP for the same services must be conducted in order to afford an opportunity to any new potential providers to compete. This resulted in the need to re-solicit many services (for instance, those in the CBHS mega RFP).
- *All RFPs must contain language describing the anticipated contract amount, the initial contract term and conditions for renewal.* This also required the re-solicitation of some services.

Board of Supervisors Action on Behalf of DPH

In order to bring DPH into compliance with these new interpretations, the Board passed two pieces of legislation

1. A resolution approving/ratifying then-existing professional service contracts which now were considered to have exceeded \$10 million and extending the contracts by three years in order to provide time to re-bid the services. (This resolution has been subsequently amended as needed, and most of the contracts originally approved in this way have since been awarded under new RFPs.)

2. An ordinance amending Chapter 21 of the Administrative Code to enable the Health Director to designate non-profit organizations as the sole source of professional services for contracts for health, behavioral health and support services provided (“DPH Sole Sources”). Sole source designation may be made for services that are (1) unique to DPH, (2) consistent with the DPH mission and goals, and (3) require specialized knowledge, training, personnel, facilities or other resources that are provided by a limited number of non-profit contractors.

This enables the Commission to continue review and approve these contracts as sole sources while the Department prepares RFPs for the services, as appropriate, and for the City Attorney and Office of Contract Administration (OCA) to approve DPH contracts.

/jh
Attachment

Change	Contractor Name	Hospital & Hospital Support Services	Transitions/Housing	Primary Care	Maternal and Child Health	Behaviorial Health	HIV/AIDS Health Services	Other SF Health Network (Health Services)	Environmental Health	CHEP (HIV/AIDS Prevention Services)	Other Population Health
SA	44 McAllister Associates		X				X	X			
SA	473 Ellis L.P.		X				X	X			
	A Better Way					X					
	Adolescent Treatment Centers dba Thunder Road					X					
SA	Aguilas						X			X	X
SA	AIDS Community Research Consortium						X	X		X	X
SA	AIDS Emergency Fund						X	X			
SA	AIDS Legal Referral Panel of the San Francisco Bay Area						X			X	X
A	Aldea Children and Family Services					X					
	Alta Bates Summit Medical Center					X					
SA	Alternative Family Services, Inc.				X	X					
	APA Family Support Services					X					
	Ark of Refuge		X				X			X	
D	Asian American Recovery Services					X					
SA	Asian Pacific Islander Wellness Center					X	X	X	X	X	X
	Asian Perinatal Advocates				X						
	Asian Women's Shelter					X					
SA	AsianWeek Foundation						X	X	X	X	X
	Aspiranet					X					
SA	Asthma Resource Center of San Francisco					X			X		X
	BAART Behavioral Health Services					X					
	BAART Community Healthcare (BCH)					X					
	Baker Places		X			X	X	X		X	X
SA	Bar Association of San Francisco					X	X	X		X	X
	Bay Area Community Resource Center									X	X
	Bay Area Young Positives									X	X
SA	Bayview Hunter's Point - YMCA					X		X			X
SA	Bayview Hunter's Point Foundation for Community Improvement, Inc.		X			X	X	X		X	X
SA	Bayview Hunter's Point HERC		X					X			X
SA	Black Coalition on AIDS		X				X	X		X	X
	Booker T. Washington Community Services Center										X
	Boys and Girls Clubs of San Francisco					X					
	Breathe California Golden Gate Pub Hlth Prtn								X		
	Caduceus Outreach Services					X					
	California AIDS Intervention Training Center/ Institute for Community Health Outreach		X			X	X	X		X	X
	California Family Health Council							X			X
SA	California Institute of Integral Studies					X					X
SA	California Pacific Medical Center					X	X	X			X
	California Prostitutes Education Project (Cal. PEP)						X				
	Catholic Charities CYO		X			X	X	X		X	X
	Center for Human Development					X					
	Center on Juvenile and Criminal Justice					X					
SA	Center to Promote Healthcare Access							X			X
	Centerforce						X			X	
SA	Central American Resource Center (CARACEN)					X					X
	Central City Hospitality House					X					
	Children's Council of San Francisco					X					
	Chinatown Community Development Center		X								
	Chinese Hospital-Excelsior Health Services							X			
	Citizens Housing		X								
	City College of San Francisco					X				X	X
	Community Awareness and Treatment Services		X			X	X			X	X

KEY: A = Addition; C = Correction; D = Deletion; Strikethroughs=removal from list; SA = Service category additions (also indicated by highlighted a "X" in those categories added)

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	Community Housing Partnership		X			X					
SA	Community Initiatives							X	X		X
D	Community Vocational Enterprises (CVE)					X					
SA	Community Youth Center San Francisco				X	X					
	CompassPoint Nonprofit Services						X				
	Conard House		X			X					
	Curry Senior Center		X	X		X					
SA	Dignity Health/St. Mary's Medical Center			X		X	X	X		X	X
SA	Dolores Street Community Center		X				X	X		X	X
SA	Edgewood Center for Children and Families				X	X					
	Eldergivers	X									
	Episcopal Community Services of San Francisco		X			X		X			
	Families First					X					
SA	Family Service Agency of San Francisco	X			X	X	X				X
	Family Support Services of the Bay Area						X				
	Fort Help, LLC					X					
	Fred Finch Youth Center					X					
	Fremont Hospital					X					
	Friendship House of the American Indian					X					
SA	Girls' After School Academy									X	X
	Glide Community Housing		X								
SA	Glide Foundation		X				X	X		X	X
	GP TODCO-A Inc (formerly Tenants & Owners Development Corp - TODCO)		X								
	Haight Ashbury Neighborhood Council	X									
	Hamilton Family Center					X					
	Harm Reduction Coalition					X	X			X	X
SA	Health Initiatives for Youth		X				X	X		X	X
SA	Health Right 360		X			X	X	X		X	X
	Hearing & Speech Center of Northern California	X									
A	Henry J. Kaiser Family Foundation					X	X	X	X	X	X
	Homeless Children's Network		X			X					
	Homeless Prenatal Program				X	X					
	Horizons Unlimited of San Francisco					X					
	Huckleberry Youth Programs					X					
	Hyde Street Community Services					X					
SA	Immune Enhancement Project						X				X
SA	Institute for Community Health Outreach									X	X
	Institute on Aging					X					
SA	Instituto Familiar de la Raza				X	X	X	X		X	X
C	International Institute of the Bay Area										X
	Internet Sexuality Information Services (ISIS)						X	X		X	X
D	Inc Center Women's Counseling and Recovery Services					X				X	
	Island View Academy					X					
	Janet Pomeroy Center					X					
	Japanese Community Youth Council					X					
	Jelani House					X					
	Jewish Family and Children's Services				X	X					
	John Muir Behavioral Health Center					X					
	La Casa de las Madres					X					
	La Raza Centro Legal								X		
	Larkin Street Youth Center		X			X	X	X		X	X
SA	Latino Commission					X	X			X	X
	Learning Services of Northern California					X					
SA	Legal Services for Children					X	X				X

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	Lighthouse for the Blind and Visually Impaired							X			
	Lincoln Child Center					X					
SA	Lutheran Social Services of Northern California		X				X	X		X	X
	Lyon Martin Women's Health Center			X			X	X		X	X
D	M S C Psychiatric Services Corp.			X		X	X	X			
	Maitri AIDS Hospice						X	X			
	Mental Health Association of SF					X					
	Mercy Housing California		X	X		X	X	X			
	Mercy Services Corp.		X								
	Metropolitan Community Foundation									X	
	Mills Peninsula Health Services					X					
	Mission Council on Alcohol Abuse for the Spanish-Speaking					X					
	Mission Creek Senior Community		X								
	Mission Economic Development Council								X		
	Mission Neighborhood Health Center			X			X	X		X	X
	Mobilization Against AIDS International									X	X
	Morrisania West					X					
	Moss Beach Homes dba Aspira Foster and Family Services					X					
	Mt. St. Joseph-St. Elizabeth's Center for Families in Recovery					X					
	NAMI San Francisco					X					
	National Council on Alcoholism					X					
	Native American Health Center						X	X		X	X
	New College of San Francisco					X					
	NICOS Chinese Health Coalition					X					
SA	North East Medical Services	X		X							
	Northern California Presbyterian H&S		X								
	Oakes Children's Center					X					
	Ohlhoff Recovery Programs					X					
	Pacific Institute		X								
	Parkview Terrace Partners LP (formerly Parkview Terrace)		X								
D	PHFE Management Solutions						X	X	X	X	X
	Plaza Apartments Associates		X								
SA	Polaris (Black Infant Health Project)					X					X
	Positive Directions Equals Change					X					
	Positive Resource Center					X	X	X		X	X
	Potrero Hill Neighborhood House					X					
	Progress Foundation					X					
SA	Project Open Hand						X	X		X	X
	Providence Foundation SF		X								
SA	Public Health Foundation Enterprises (PHFE)					X	X	X	X	X	X
	Quan Yin Healing Arts Center						X				
	Rebekah Children's Services					X					
	Rebuilding Together - San Francisco										X
	Regents of the University of California	X	X	X		X	X	X	X	X	X
	Richmond Area Multi Services	X	X			X		X			
	Rise Institute					X					
	SAGE Project					X					
	Saint Francis Memorial Hospital	X									
	Samuel Merritt College	X									
	San Francisco AIDS Foundation		X				X	X		X	X
D	San Francisco Bar Association			X			X			X	

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	San Francisco Bicycle Coalition								X		X
	San Francisco Center for Psychoanalysis					X					
	San Francisco Child Abuse Prevention Center					X					
A	SF Community Agencies Responding to Disaster							X			X
	San Francisco Community Clinic Consortium	X		X			X	X			
	San Francisco Community Health Authority										
	San Francisco Food Bank						X	X		X	X
	San Francisco Lesbian, Gay, Bisexual and Transgender Community Center						X			X	
	San Francisco Mental Health and Education Fund					X					
	San Francisco Network Ministries		X								
	San Francisco Pretrial Diversion					X					
	San Francisco Psychoanalytic Institute and Society					X					
	San Francisco Public Health Foundation		X	X	X	X	X	X	X	X	X
	San Francisco Study Center					X	X		X	X	X
SA	San Francisco Suicide Prevention					X	X			X	X
	San Francisco Food Bank						X	X			X
	Self Help For the Elderly		X								
SA	Seneca Center				X	X					
SA	Shanti Project	X		X		X	X	X		X	X
	Sierra Hospital					X					
A	Sierra Vista Child and Family Services					X					
SA	Special Services for Groups					X					
	St. Helena Hospital					X					
SA	St. James Infirmary					X	X			X	X
	St. Luke's Hospital					X					
	St. Luke's Medical Center					X					
	St. Vincent de Paul Society		X			X					
	St. Vincent School for Boys					X					
	Stanislaus Behavioral Health Center					X					
	Steppingstone		X			X		X			
	Stop AIDS Project						X	X		X	
	Sunny Hills Services					X					
	Support for Families of Children with Disabilities		X		X						
	Survivors International					X					
	Sutter Memorial Hospital					X					
	Swords to Plowshares					X					
	Tenderloin Housing Clinic		X								
	Tenderloin Neighborhood Development Corp.		X								
SA	Tides Center		X	X		X		X		X	X
A	Unity Care Group, Inc.					X					
	University of Pittsburgh						X				
	University of the Pacific	X					X	X			
	Victor Treatment Centers					X					
	Volunteer Center of San Francisco					X					
	West Bay Housing Corp		X								
	West Coast Children's					X					
SA	Westside Community Mental Health Center					X	X			X	
A	Women's Community Clinic			X							
SA	YMCA of San Francisco		X		X	X				X	X
A	Youth and Family Services					X					
	Youth Justice Institute					X					
	Youth Leadership Institute					X			X		X

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