

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

70A

Contractor	<u>San Francisco Public Health Foundation</u>	Division/Section	<u>PHD Environmental Health</u>
		Exec. Administrator	<u>Tomas Aragon, MD, MPH</u>
Address	<u>375 Laguna Honda Blvd. B 303</u>	DPH Administrator	<u>Richard Lee, MPH, CIH, REHS</u>
	<u>San Francisco, CA 94116</u>	Program Manager	<u>Paula Jones, PhD</u> Phone <u>252-3853</u>
Contact	<u>Penny Eardley, ED</u>	Contract Analyst	<u>Irene Carmona</u> Phone <u>554-2652</u>

Request for approval of a new contract with the San Francisco Public Health Foundation, funded by the General Fund in the amount of \$168,000, which includes a 12% contingency, to provide program support to the Food System Program – Ensuring Food Security and Healthy Eating for all San Franciscans,” for the period of April 1, 2014 through June 30, 2015 (1.3 years).

☐ Sole Owner
 ☒ Non-Profit
 ☐ DBE
 ☒ RFQ– Number: 22-2013
 Date: 05/22/13
☒ New
☐ Renewal
☐ Mod
☐ Sole Source - Approval Date: _____

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

<u>CONTRACT INFORMATION:</u>	<u>Prior Transaction</u>	<u>Proposed Transaction</u>	<u>Annualized Difference*</u>
	(new)	04/01/14-06/30/15	
Funding Sources:			
General Fund (04/01/14-06/30/14)		\$25,000	\$25,000
General Fund (07/01/14-06/30/15)		\$125,000	\$125,000
12% Contingency		\$18,000	\$18,000
TOTAL PROGRAM		\$168,000	\$168,000
Contract FTE		NA	

PROPOSED:

<u>Mode(s) of Service & Unit of Service Definition</u>	<u>No. Of Clients</u>	<u>Number</u>	<u>Unit</u>
	<u>Duplicated</u>	<u>Of</u>	<u>Cost</u>
	<u>Unduplicated</u>	<u>Units</u>	
UOS Term – 4/01/14-06/30/14			
Wellness Program (1 UOS = 1 consultation hour)		134	\$111.94
Food System Program (1 UOS = 1 consultation hour)		180	\$55.56
UOS Term – 7/01/14-06/30/15			
Wellness Program (1 UOS = 1 consultation hour)		682	\$109.97
Food System Program (1 UOS = 1 consultation hour)		899	\$55.62

Explanation of Service Change and Variances:

Under this contract, San Francisco Public Health Foundation, in collaboration with the SFPDH Environmental Health Division, will provide fiscal management and program support to the Food System Program. The Food System Program: Ensuring Food Security and Healthy Eating for all San Franciscans, places a special emphasis on all children attending school and after school programs on the San Francisco Unified School District (SFUSD) campuses. Additionally, the clients of the San Francisco Health Network and those who are most vulnerable to food insecurity.

Funds will support an evaluation and assessment of the current SFUSD Wellness Policy governing the food and physical activity environment. The contractor will work with SFPDH staff and SFUSD Executive Leadership to revise and develop district policy, administrative regulations, strategic communication tools, staff trainings, and presentations to SFUSD leadership, school site staff, parents, students and teachers to support integration and implementation of the Wellness Policy rules within the district. The contractor will also develop a plan to assess the extent to which schools are in compliance with the policy, and progress made in attaining the goals of the policy.

Funds will also support an assessment of the food security needs of patients in the SF Health Network and determine how to improve food security through the use of existing city-wide programs. We will assess the extent to which city-wide food programs exist to meet the unique food and nutrition needs of patients, determine if gaps in programs exists, assess community based food program capacity and requirements for tailoring programs to meet the unique dietary, cultural, etc. needs of patients, as well as expanding programs to better serve SF Health Network patients.

Monitoring Report/Program Review & Follow-Up:

The contract services will be monitored by the Department as required.

San Francisco Public Health Foundation will work primarily with the SFPDH Program Liaison responsible for Food System Project, but will also interface with other members of the SFUSD throughout the course of the project as appropriate. The SFPDH Program Liaison will be responsible for assessing and tracking all information related to the accomplishment of each phase of the project.

Nondiscrimination and Cultural Competency:

The Department will work closely with the contractor to ensure that their cultural competency plan is current and in compliance with Departmental procedures.

Listing of Board of Directors and Executive Director:

Penny Eardley, ED	Rachel Golidk, Vice President
Tim Mc Dowell	Colcen Chawla
Richard Bae	Robyn Frye
Josh Greenblatt	Mary Ann Jones Ph.D.
Sonia Melara	Amanda Schmutzler
Gayle Uchida	

Recommendations:

The Department recommends approval of this contract.

