

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

TJA

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>Cyndy Comerford</u> Phone <u>252-3989</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 \$200,480, which includes a 12% contingency, to provide the Sustainable Communities Index program support, for the period of March 1, 2014 through June 30, 2015 (1.4 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> (new)	<u>Proposed Transaction</u> 03/1/14-06/30/15	<u>Annualized Difference*</u>
Funding Sources:			
General Fund (03/01/14-06/30/14)		\$127,000	\$127,000
General Fund (07/01/14-06/30/15)		\$52,000	\$52,000
12% Contingency		\$21,480	\$21,480
TOTAL PROGRAM		\$200,480	\$200,480
Contract FTE		NA	

PROPOSED:

<u>Mode(s) of Service & Unit of Service Definition</u>	<u>No. Of Clients</u> <u>Duplicated</u> <u>Unduplicated</u>	<u>Number Of Units</u>	<u>Unit Cost</u>
UOS Term – 4/01/14-06/30/14			
Sustainable Communities Index (1 UOS = 1 consultation hour)	NA	1,797	\$28.94
SCI CADE (1 UOS = 1 consultation hour)	NA	532	\$140.98
UOS Term – 7/01/14-06/30/15			
Sustainable Communities Index (1 UOS = 1 consultation hour)	NA	1,797	\$28.94

Explanation of Service Change and Variances:

Under this contract, San Francisco Public Health Foundation, in collaboration with the SFPDPH Environmental Health Division, will provide fiscal management and Program Support to the Sustainable Communities Index program, which is an online tool that provides local data on environmental and social determinants of health, supports interagency collaboration, and provides information in decision making to eliminate health disparities in San Francisco.

The decrease in funding of \$75,000 from Fiscal Year 2013/14 to Fiscal Year 2014/15 is due to the onetime carry-forward of Fiscal Year 2012/13 funding. The Carry-Forward funds will support the design and development of code enforcement and communications programs. These programs will support the “Healthy Housing Program” and the “Single Resident Hotel Impact Assessment” and “Code Enforcement & Assessment Dashboard (CEAD)”.

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 SFPDPH Program Liaison responsible for Sustainable Communities Index program, but will also interface with other members of the Department throughout the course of the project as appropriate. The SFPDPH 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
Tim Mc Dowell
Richard Bae
Josh Greenblatt
Sonia Melara
Gayle Uchida

Rachel Golidk, Vice President
Coleen Chawla
Robyn Frye
Mary Ann Jones Ph.D.
Amanda Schmutzler

Recommendations:

The Department recommends approval of this contract.

