

Sect.	Contractor	Target Population; Description of Services	UOS (annual)	UDC/ NOC (annual)	C. Term	Total Contract Amount With Contingency	Annual or Mod	Funding Source	Prior Annual Amt. without Contingency	Prop. Annual Amt. without Contingency	Annual Difference \$	Annual Difference %	Selection Type
SFHN /HUH	Lutheran Social Services	Supportive Housing Services at Folsom Dore, 990 Polk Senior Housing, Mosalca Apprtments, and Emergency Stabilization Program for People Living With	4,163	20 UDC	07/01/11-06/30/21	\$ 9,341,007	Annual	General Fund, Ryan White Part A	\$ 986,875	\$ 1,002,445	\$ 15,570	1.58%	RFP 19-2010
SFHN /HUH	Lutheran Social Services	Third party rent payment services	14,626	1,420 UDC	07/01/11-06/30/21	\$ 9,252,356	Annual	General Fund	\$ 863,511	\$ 884,573	\$ 21,062	2.44%	RFP 19-2010
SFHN /HUH	Larkin Street Youth Services	Housing and Urban Health	11,250	143 UDC	07/01/11-06/30/21	\$ 8,607,140	Annual	General Fund, Ryan White Part A	\$ 817,159	\$ 838,528	\$ 21,369	2.62%	RFP 16--2010
SFHN/ HHS	Westside Mental Health Services (HIV Home Care and AIDS Case Management)	• HIV Home Care Services, including supportive services and assistance with activities of daily living provided in the home to allow independent living • AIDS Case Management for people living with HIV provides linkages to care and coordinates assistance from	4,070	190 UDC	07/01/10 - 02/28/17	\$ 5,065,743	Annual	General Fund, Ryan White Part A	\$ 687,804	\$ 698,148	\$ 10,344	1.50%	RFP 3-2010

(Footnotes on Page 2)

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FOOTNOTES:													
SFHN/H UH	Lutheran Social Services												
<p>Reason for Increase: The requested action is the approval of a multi-year annual renewal for the period 07/01/16-06/30/21, with an annual amount of \$884,573 in FY 16-17. The proposed annual increase of \$21,062 is due to the FY 16-17 annual Cost Of Doing Business (CODB) increase allocated by the Mayor in the FY 15-17 General Fund budget. The CODB is based on the FY 14/15 allocation of \$842,450. The contract has been previously approved by the Health Commission for the period of 07/01/11-06/30/16. The extension of the term is authorized under the current RFP.</p>													
SFHN/H UH	Lutheran Social Services												
<p>Reason for Increase: The requested action is the approval of a multi-year annual renewal for the period 07/01/16-06/30/21, with an annual amount of \$986,875 in FY 16-17. The proposed annual increase of \$15,570 is due to the FY 16-17 annual Cost Of Doing Business (CODB) increase allocated by the Mayor in the FY 15-17 General Fund budget. The contract has been previously approved by the Health Commission for the period of 07/01/11-06/30/16. The extension of the term is authorized under the current RFP.</p>													
SFHN/H UH	Larkin Street Youth Services												
<p>Reason for Increase: The requested action is the approval of a multi-year annual renewal for the period 07/01/16-06/30/21, with an annual amount of \$817,159 in FY 16-17. The proposed annual increase of \$21,369 is due to the FY 16-17 annual Cost Of Doing Business (CODB) increase allocated by the Mayor in the FY 15-17 General Fund budget. The CODB is based on the FY 14/15 allocation of \$665,036. In addition, there was a reinstatement of a Ryan White Part A (RWPA) grant increase for FY 15/16. The contract has been previously approved by the Health Commission for the period of 07/01/11-06/30/16. The extension of the term is authorized under the current RFP. The Unit Of Service is housing days, which includes 10 slots for community-based housing, 6 slots for congregated housing, and 12 beds for paraprofessional patient days. The target population is HIV-positive youth.</p>													
SFHN/H HS	Westside Mental Health Services (HIV Home Care and AIDS Case Management)												
<p>Reason for Increase: The requested action is the approval of an annual renewal for the period 07/01/16-6/30/17, with an annual amount of \$698,149 in FY 16-17. The proposed annual increase of \$10,344 is due to the FY 16-17 annual Cost Of Doing Business (CODB) increase allocated by the Mayor in the FY 15-17 General Fund budget. The contract has been previously approved by the Health Commission for the period of 07/01/11-06/30/16. The extension of the term is authorized under the current RFP.</p>													

KEY for Monthly Contracts Report:

Column Heading	Explanation
Section	This represents the area of the DPH with whom the contractor/vendor is contracting. Specifically, it identifies both the section, and the Division of the section where the contract (see key to acronyms below).
Contractor	The name of the agency contracting for the services, as shown in NFA/MIS and the contract boilerplate.
Target Population; Description of Services	Brief description of services and target population, as shown in the contract (if there is no target population, e.g., if the services are provided directly and only to DPH, then only services will be shown).
UDCs/NOCS	<p>UDC: Number of Unduplicated Clients projected to be served in one year.</p> <p>NOC: Number of Clients projected to be served in one year (may include duplicated clients, i.e., the same client receiving services more than once).</p> <p>Note: UDCs/NOCS will only be shown if they are included in the contract.</p> <p>The number of UDCs/NOCS shown are those projected to be provided if the requested contract or contract modification is approved.</p>
Contract Term	The term of the entire contract.
Total Contract	The total value of the contract, including the contingency, for the full contract term, also referred to as the "Not To Exceed (NTE)" or total contract amount.
Annual/Mod.	<p>Annual: A request made to implement annual allocations from the DPH budget; the legal instrument may be an original agreement or an amendment/modification.</p> <p>Mod.: Any modification/amendment to a contract other than an "annual" and which requires Health Commission approval.</p>
Funding Source	The source of funds for the variance shown in the Difference column.
<p>GF: Funding which originates from the City and County's General Fund</p> <p>MediCal: Includes all types of MediCal (Federal, State, Drug, EPSDT, etc.)</p> <p>Realignment: State monies</p> <p>Grant: Federal, State, Local or private grants; should include name of grantor (e.g., "grant/CDC")</p> <p>Work Order: Funding received from other City departments; should include name of department (e.g., "Work Order-Human Services")</p> <p>MHSA: State Mental Health Services Act monies (also sometimes referred to as "Prop. 63" monies)</p> <p>RWPA: Federal Ryan White grants</p> <p>CDC: Federal Centers for Disease Control grants</p> <p>SAMHSA: Federal Substance Abuse and Mental Health Services Administration grants</p>	<p>-- For contracts which receive regular annual funding allocations or renewals: [This applies especially to most contracts with Community Based Organizations (CBOs) providing services to the public.]</p> <p>"Prior" refers to the contract amount for the immediately prior 12 month contract funding period. (For instance, for contracts which follow the City Fiscal Year, if the request to approve is for FY14-15, then "prior" refers to FY13-14.) The same methodology applies for Calendar Year contracts. If the request is for approval of a contract being establishing for the first time under an RFP, but the service is a continuation of the same services under the prior RFP, then "prior" refers to the amount allocated under the previous RFP, in order to facilitate comparison. If the request is for a modification, then "prior" refers to the currently approved annual contract amount, prior to approval of the proposed modification.</p> <p>-- The Contingency amount is not included.</p> <p>-- ("Annual" approval is also sometimes used in reference to "renewals.")</p>
Prior	

Proposed	For most contracts with CBOs, "proposed" refers to the annual amount requested. For non-CBO contracts, "proposed" may refer to an annualized average amount (the total contract amount divided by the total term). The Contingency amount is not included.
Difference	The variance between the Prior and the Proposed amounts.
Selection Type	RFP: Request for Proposals RFQ: Request for Qualifications Sole Source: Sole source of the services needed; no competitive solicitation (RFP or RFQ) has been done.
* (asterisk)	An asterisk ("*") is used to indicate when a contract or modification requires Board of Supervisors approval. The Health Commission must approve all contracts before approval is requested of the Board of Supervisors.
Footnotes	Footnotes include a description of the reasons for any changes indicated in the "Difference" column, shown as "Reason for Increase/Decrease," and if the contract is requested as a Modification, the "Reason for Modification." Footnotes also include "Reason for Sole Source," briefly explaining why the needed services are not available from any other source. If the contract does not include a contingency, the footnote should include an explanation.
Health Commission Approval Requirements	
When approval needed	Health Cn. approval is needed when either the total contract amount is over \$50,000, or there is a change to the total contract amount of 10% or more as compared to that most recently approved by the Commission.
How approval requested	If a contract or contract modification is for either a vendor or services which are new to the DPH, the contract or modification must be calendared for approval as a separate agenda item, and should not appear on the monthly contracts report. If a contract or contract modification is for either a vendor or services which are NOT new to the DPH, the contract or modification may be calendared for approval as part of the monthly contracts report. If a contract is calendared for approval as a separate agenda item, both the program manager and contractor's representative should attend the Health Commission Finance Committee meeting. If the contract is approved at the Finance Committee meeting and there are no further questions, the program manager and contractor's representative are not required to attend the full Commission meeting at which final approval of the contract is calendared. If a contract is calendared for approval as part of the monthly contracts report, only the program manager is required to attend the Health Commission Finance Committee meeting. A presentation is not necessary, but the program manager should be prepared to answer commissioner's questions on the contract.
Who must attend	
Where meetings held	The Health Commission Finance Committee meeting is usually held at 101 Grove Street, in Room 302. However, this varies a few times each year. Date, time and location of the meeting should be confirmed prior to the meeting. Meeting agendas may be found online here: http://www.sfdph.org/dph/comupg/aboutdph/chc/nextMeeting.asp

DIV:	Division
DPH	Department of Public Health
DPH/Finance	Department of Public Health/Finance
DPH/IT	Department of Public Health/Information Technology
DPH/HR	Department of Public Health/Human Resources
DPH/COMP	Department of Public Health/Compliance
DPH/PP	Department of Public Health/Policy and Planning
SFHN	San Francisco Health Network
SFHN/SFGH	San Francisco Health Network/San Francisco General Hospital
SFHN/LHH	San Francisco Health Network/Laguna Honda Hospital
SFHN/Mgdc	San Francisco Health Network/Managed Care
SFHN/Trans	San Francisco Health Network/Transitions
SFHN/Trans/HUH	Transitions/Housing and Urban Health
SFHN/AC/PC	San Francisco Health Network/Ambulatory Care/Primary Care
SFHN/CBHS	San Francisco Health Network/Ambulatory Care/Behavioral Health Services
SFHN/AC/MCH	San Francisco Health Network/Ambulatory Care/Maternal and Child Health
SFHN/AC/JHS	San Francisco Health Network/Ambulatory Care/Jail Health Services
SFHN/AC/HHS	San Francisco Health Network/Ambulatory Care/HIV Health Services
PHD	Population Health Division
PHD/CHEP	Population Health Division/Community Health Equity and Promotion
PHD/PHPR	Population Health Division/Public Health Preparedness and Response
PHD/LI	Population Health Division/Center for Learning and Innovation
PHD/PHR	Population Health Division/Center for Public Health Research
PHD/EQI	Population Health Division/Office of Equity and Quality Improvement
PHD/EPES	Population Health Division/Environmental Health Protection, Equity and Sustainability
PHD/DPC	Population Health Division/Disease Prevention and Control
PHD/EMS	Population Health Division/Emergency Medical Services
PHD/RES	Population Health Division/Applied Research, Community Health Epidemiology and Surveillance
PHD/BRID	Population Health Division/Bridge HIV

