

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor	FUSE Corps	Division/Section	Central Administration
Address	235 Montgomery Street, Unit 1110	Exec. Administrator	Roland Pickens, Director, SFHN
	San Francisco, CA 94104	DPH Administrator	Maria X. Martinez, Director, Whole Person Care
Contact	Mariah Sheriff Ray	Program Administrator	Ruth Thomas-Squance <i>RS</i> Phone 255-3611
	Senior Director of Strategic Partnerships	Contract Analyst	April Monegas Phone 255-3636

Request for approval of a new contract with the FUSE Corps, in the amount of \$582,400, which includes a 12% contingency, to provide executive-level fellowship program services, for the period July 1, 2018, through June 30, 2022 (4 years).

☐ Sole Owner
 ☒ Non-Profit
 ☐ DBE
 ☐ RFQ- Number: _____ Date: _____
☒ New
 ☐ Renewal
 ☐ Mod
☒ Sole Source - Approval Date: 6/5/18 (21.42)

Number of years DPH has been doing business with this organization: 1+

<u>CONTRACT INFORMATION:</u>	<u>Prior Transaction</u>	<u>Proposed Transaction</u>	<u>Annualized Difference*</u>
	(new)	7/1/18-06/30/22	
Funding Sources:			
General Fund			
Year 1: 7/1/18-6/30/19		\$130,000	\$130,000
Year 1: 7/1/19-6/30/20		\$130,000	\$130,000
Year 1: 7/1/20-6/30/21		\$130,000	\$130,000
Year 1: 7/1/21-6/30/22		\$130,000	\$130,000
TOTAL PROGRAM		\$520,000	\$520,000
Contingency (12%)		\$ 62,400	\$ 62,400
TOTAL CONTRACT		\$582,400	\$582,400
<i>Annual Amount</i>		<i>\$130,000</i>	<i>\$130,000</i>
Contract FTE		1.0	1.0

<u>PROPOSED:</u>	No. Of Clients	Number of Units	Unit Cost
Mode(s) of Service & Unit of Service Definition	Duplicated	of Units	
	Unduplicated		
Whole Person Care			
Project Development (recruitment, screening, selection, onboarding, and orientation) (1 UOS = 1 mo.)	n/a	n/a	\$21,667
Fellowship Activities (coaching, ongoing support, project refinement, mid-year retreat, status checks) (1 UOS = 1 mo.)	n/a	n/a	\$108,334

Explanation of Service:

Under this new contract, one FUSE Corps fellow will work with Department leadership to support and develop programs for the Department's Whole Person Care initiative by providing coaching, ongoing support, project refinement, a mid-year retreat, and status checks.

The Department began utilizing the FUSE Corps fellowship program under a previous mayoral initiative under which the City's Department of Human Resources administered the program and hired Fellows as employees. While the program has been discontinued at the City level, DPH wishes to continue the program and its support of DPH's Whole Person Care initiative.

FUSE Corps was selected as the sole source of these services, as approved by the Health Commission under the authority of Chapter 21.42 of the San Francisco Administrative Code.

Monitoring Report/Program Review & Follow-Up:

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

The SFDPH Program Administrator will be responsible for assessing and tracking all information related to the accomplishment 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:

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Recommendations:

The Department recommends approval of this contract.