

Health Commission Contracts Report

September 2017

Div.	Contractor	Target Population; Description of Services	UOS (annual)	UDC/ NOC (annual)	Ct. Term	Total Contract Amount W/Th Contingency	Annual or Mod	Funding Source	Prior Annual Amt. without Contingency	Prop. Annual Amt. without Contingency	Annual Difference \$	Annual Difference %	Selection Type
SFHN/ CBHS	Richmond Area Multi-Services (RAMS) (Peer-to-Peer Employment)*	Support and supervise peer-to-peer staff within DPH, Behavioral Health Services and community settings	7,750	2,485	07/01/15-06/30/20	\$ 20,769,611	Mod	General Fund; State Mental Health Services Act; Federal-SAMHSA; State Prop 47 Grant; 1115 Medical Waiver; Whole Person Care	\$ 3,565,304	\$ 4,118,395	\$ 553,091	15.5%	RFQ 18-2014
PHD/ CHEP	San Francisco Study Center	Provide program management for Safe Routes to Schools (SRTS) service to promote safe and active walking and biking to and from school in San Francisco	N/A	N/A	09/01/17-08/31/21	\$ 3,751,926	Annual	Grant (CallTrans)	\$ 757,878	\$ 837,484	\$ 79,606	10.5%	RFP 4-2017
PHD/ CHEP	San Francisco AIDS Foundation (Needle Exchange)	Syringe access and disposal services/harm reduction	6,962	62,700	07/01/16-06/30/19	\$ 9,839,487	Mod	General Fund; Grant, Centers for Disease Control	\$ 2,565,799	\$ 3,161,219	\$ 595,420	23.2%	RFP 3-2016
PHD/ CHEP*	San Francisco AIDS Foundation (HERR)	Community Based HIV Testing, Health Education and Risk Reduction (Stonewall Project), African American MSM-Prevention Initiative, and LIFE Program (Stonewall Castro)	17,881	29,217	09/01/11-06/30/20	\$ 26,296,811	Mod	General Fund	\$ 2,659,841	\$ 2,726,336	\$ 66,495	2.5%	RFP 21-2010

\*requires Board of Supervisors' approval

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PHD/ CHEP	San Francisco AIDS Foundation (PwP)	Prevention with Positives and Street Intercept Data Collection	3,586	2,781	11/01/11-06/30/20	\$ 5,727,037	Mod	General Fund; Grant, Centers for Disease Control	\$ 622,301	\$ 637,858	\$ 15,557	2.5%	RFP 21-2010
SFHIN/ ZSFGH, LHH	The Registry Network	As needed, per diem, and traveling radiology registry personnel services	N/A	N/A	09/01/17-08/31/23	\$ 9,000,000	Annual	General Fund	\$ 1,339,286	\$ 1,339,286	\$ -	0.0%	RFQ 39-2016
SFHIN/ ZSFGH, LHH	Medical Contracting Services	As needed, per diem, and traveling radiology registry personnel services	N/A	N/A	09/01/17-08/31/23	\$ 9,000,000	Annual	General Fund	\$ 1,339,286	\$ 1,339,286	\$ -	0.0%	RFQ 39-2016
SFHIN/ ZSFGH, LHH	Ciox Health	As needed, temporary off-site medical record coding services	N/A	N/A	12/01/16-11/30/18	\$ 1,768,457	Mod	General Fund	\$ 875,600	\$ 892,857	\$ 17,257	2.0%	GPO
SFHIN/ CBHS	Richmond Area Multi-Services (RAMS) (Peer-to-Peer Employment)*	The requested action is the approval of a contract modification to the current Behavioral Health Services Richmond Area Multi-Services (RAMS) Peer-To-Peer employment contract to add funding from the State (Prop. 47) grant, Promoting Recovery and Services for the Prevention of Recidivism (PRSPR) and Whole Person Care 1115 waiver funding to expand the existing service capacity of the Peer-to-Peer employment program. This contract has been previously approved by the Health Commission for the period of 07/01/15-06/30/20. RAMS was selected to provide these Peer-To-Peer employment services under RFP 18-2014.											
PHD/ CHEP	San Francisco Study Center	The requested action is the approval of a new contract with the San Francisco Study Center, selected under the recently issued RFP 4-2017. The new contract period will be from 09/01/17 through 08/31/21 (4 years). Previous services were also provided by the San Francisco Study Center under a contract that was approved by the Health Commission for the period of 09/01/14 through 08/31/17 (3 years).											

(continued)

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PHD/ CHEP- HPS	San Francisco AIDS Foundation (Needle Exchange)	The requested action is the approval of a contract amendment to extend the contract term, for the period of 07/01/16 through 06/30/18. This amendment exercises options authorized under the current RFP 3-2016.											
		<u>Reason for Increase:</u> The FY17-18 increase of \$595,420 includes one-time funding of \$540,000 in General Fund support for harm reduction services to meet the increased need for needle exchange services, and a 2.5% Cost Of Doing Business (CODB) increase of \$55,420.											
PHD/ CHEP- HPS	San Francisco AIDS Foundation (HERR)	The requested action is the approval of a contract amendment to extend the contract term, for the period of 09/01/11 through 06/30/20, with a FY17/18 increase of \$66,495. The contract has been previously approved by the Health Commission for the period of 09/01/11 through 06/30/18. This extension exercises options authorized under the current RFP 21-2010.											
		<u>Reason for Increase:</u> The FY17/18 increase of \$66,495 reflects a 2.5% Cost Of Doing Business (CODB) increase.											
PHD/ CHEP- HPS	San Francisco AIDS Foundation (PWP)	The requested action is the approval of a contract amendment to extend the contract term to the period of 11/01/11 through 06/30/20, with a FY17/18 increase of \$15,557. The contract has been previously approved by the Health Commission for the period of 11/01/11 through 06/30/18. This extension exercises options authorized under the current RFP 21-2010.											
		<u>Reason for Increase:</u> The annual increase of \$15,557 reflects a 2.5% Cost Of Doing Business (CODB) increase.											
SFHN/ ZSFGH, LHH	The Registry Network	The requested action is the approval of a new contract for the period for 09/01/17 through 08/31/23 in the amount of \$9,000,000. This contractor was selected under RFQ 39-2016, and is one of three vendors qualified to provide services as part of a "pool," which also includes two other vendors, Medical Contracting Services and Cross-Country Staffing. (Note: The Registry Network and Medical Contracting Services are current and continuing contractors. While Cross-Country Staffing has previously contracted with the Department, the current request is for a new contract and approval will be requested separately through the "Summary of Contract Request to the Health Commission" summary memo.)											
		The three contractors "share" the contract's Not-To-Exceed, total contract amount, so that the <u>sum</u> of the projected amount for each contractor does not exceed \$9,000,000.											
SFHN/ ZSFGH, LHH	Medical Contracting Services	The requested action is the approval of a new contract for the period for 09/01/17 through 08/31/23 in the amount of \$9,000,000. This contractor was selected under RFQ 39-2016, and is one of three vendors qualified to provide services as part of a "pool," which also includes two other vendors, Medical Contracting Services and Cross-Country Staffing. (Note: The Registry Network and Medical Contracting Services are current and continuing contractors. While Cross-Country Staffing has previously contracted with the Department, the current request is for a new contract and approval will be requested separately through the "Summary of Contract Request to the Health Commission" summary memo.)											
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SFIN/ ZSFG, LHH	Ciox Health	<p>The requested action is the approval of a contract modification to extend the contract term period from 12/01/16 through 11/30/18 and to increase the contract amount by \$1,000,000. The contract has been previously approved by the Health Commission for the period of 10/01/16 through 09/30/17. This contractor was selected under the authority of Section 21A.2 of the Administrative Code through the Department's membership in the Group Purchasing Organization, Vizient.</p> <p><b>Reason for Increase:</b> This contract supports the Department's ICD-10 (International Classification of Diseases-10th Revision) coding support services. The annualized increase of \$17,257 will enable the Hospitals' Accounts Receivables to avoid costly backlogs, time for employee development, and to provide staffing during peak workloads, unanticipated absences, and vacations while the current six staff vacancies are being filled.</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 NFAMIS 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	UDC: Number of Unduplicated Clients projected to be served in one year; 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). Note: UDCs/NOCs will only be shown if they are included in the contract. The number of UDCs/NOCs shown are those projected to be provided if the requested contract or contract modification is approved.
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.	Annual: A request made to implement annual allocations from the DPH budget; the legal instrument may be an original agreement or an amendment/modification. Mod.: Any modification/amendment to a contract other than an "annual" and which requires Health Commission approval.
Funding Source	The source of funds for the variance shown in the Difference column.  GF: Funding which originates from the City and County's General Fund MediCal: Includes all types of MediCal (Federal, State, Drug, EPSDT, etc.) Realignment: State monies Grant: Federal, State, Local or private grants; should include name of grantor (e.g., "grant/CDC") Work Order: Funding received from other City departments; should include name of department (e.g., "Work Order-Human Services") MHSA: State Mental Health Services Act monies (also sometimes referred to as "Prop. 63" monies) RWPA: Federal Ryan White grants CDC: Federal Centers for Disease Control grants SAMHSA: Federal Substance Abuse and Mental Health Services Administration grants
Prior	- 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.]  "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.  - The Contingency amount is not included.  - ("Annual" approval is also sometimes used in reference to "renewals.")
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.
<b>Health Commission Approval Requirements</b>	
When approval needed	Health Cm. 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.
Who must attend	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.

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/hc/nextMeeting.asp>

<b>DIV:</b>	<b>Division</b>
<b>DPH</b>	<b>Department of Public Health</b>
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
<b>SFHN</b>	<b>San Francisco Health Network</b>
SFHN/ZSFG	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
<b>PHD</b>	<b>Population Health Division</b>
PHD/CHPEP	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/EHPES	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