

SUMMARY OF CONTRACT REQUEST TO THE HEALTH COMMISSION

Contractor	KPMG LLP	Division/Section	SFDPH, Information Technology
Address	100 North Tampa Street, Suite 1700 Tampa, FL 33602	Deputy Director	Winona Mindolovich
		DPH Administrator	Mark Upchurch
Contact	Alex Obenauf	Program Administrator	<i>Mark Upchurch 5/30/2019</i> Mark Upchurch
	Director, KPMG Healthcare	Contract Analyst	Joanna Li
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Request for approval of a new contract with KPMG LLP (KPMG) to provide comprehensive Business Continuity Disaster Recovery (BCDR) Management Services, to safeguard critical support systems and information technology operations. The total proposed contract amount is \$994,352 which includes a 12% contingency for the initial term of June 1, 2019 to May 31, 2021. The contract has an option to extend the initial term for a maximum of 36 additional months if there is a continued need for the services. The full term of the contract including options is from June 1, 2019 to May 31, 2024 (60 months).

Profit Non-Profit LBE RFQ- Number: 51-2018 Date: 2/20/2019
 New Renewal Mod GPO

Number of years DPH has been doing business with this organization: 4

CONTRACT INFORMATION:	Prior Transaction (new)	Proposed Transaction 06/01/19 - 05/31/21	Annualized Difference*
Funding Sources:			
General Fund		\$887,814	\$887,814
TOTAL DPH REVENUES		\$887,814	\$887,814
12% Contingency Amount		\$106,538	\$106,538
CONTRACT TOTAL		\$994,352	\$994,352
<i>ANNUAL AMOUNT OF CONTRACT (estimate)</i>		\$497,176	\$497,176
Agency Funds		-\$0-	-\$0-
Contract FTE		N/A	N/A

PROPOSED:	No. Of Clients		No. of Units	Unit Cost
	<u>N/A</u>	Duplicated		
Mode(s) of Service & Unit of Service Definition	<u>N/A</u>	Unduplicated	Estimated	
1 UOS = 1 Completed Deliverable	<u>N/A</u>	Unduplicated		
Deliverable 1 Project Management Documents		N/A	1	\$50,000
Deliverable 2 Business Impact Analysis Report		N/A	1	\$150,000
Deliverable 3 Business Continuity Management Plan, Disaster Recovery Plan Template, and BCM Training Plan		N/A	1	\$200,000
Deliverable 4 IT Incident Response Plan and IT Continuity of Operations Plan (COOP) / Business Continuity and Disaster Recovery Plan		N/A	1	\$150,000
Deliverable 5 Conduct Training and Testing		N/A	1	\$105,000
Deliverable 6 Monitor and Transition Activities		N/A	1	\$50,000
OPTIONAL 1 UOS = 1 Hour of Service				
Optional As Needed Consultant Hours		N/A	1	\$98,214
Travel and Expenses (Budgeted amount; Billed Actual) <i>Estimated at 12% of the base amount</i>		N/A	Actual	\$84,600

Explanation of Service Change and Variances:

This is a new contract.

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 assisting 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, as applicable, their cultural competency plan is current and in compliance with Departmental procedures.

Other Significant Issues:

KPMG LLP (KPMG) was the successful respondent under RFP 51-2018, to provide Business Continuity Disaster Recovery Management Consulting Services for The San Francisco Department of Public Health. KPMG will safeguard critical support systems and information technology operations of critical infrastructure systems to be integrated with Epic (EHR) and other non-Epic systems. KPMG will assess the Department’s current operational and technical state, to identify single points of failures. KPMG will also develop governance components including Business Continuity Management (BCM) policy, Business Continuity And Disaster Recovery (BCDR) plans, testing strategies and methodologies, and training programs to ensure The Department successfully implements a Business Continuity Disaster Recovery Program.

Under the requirements of RFP 51-2018, the resulting contract award has a mandatory 5% Local Business Enterprise (LBE) subcontracting requirement. For this contract, KPMG has committed to a 6.75% LBE goal to Onward Consulting (#66923) to support KPMG.

Listing of Board of Directors, Owners of 10% or More of the Firm, and Executive Director

No individual partner at KPMG LLP owns a 10 percent or greater interest in the firm.

Lynne M Doughtie, Chairman and CEO
P. Scott Ozanus, Vice Chairman and COO
Michael S Bearup, Board Member
Patrick J Canning, Board Member
Anthony R Castellanos, Board Member
Manal S Corwin, Board Member
David DiCristofaro, Board Member
Scott D Flynn, Board Member
Ben F Garfunkel, Board Member
Brian (US) Hegarty, Board Member
Linda L Imonti, Board Member
Kalpana Ramakrishnan, Board Member
Mark Shrekast, Board Member
Kenneth D Welch, Board Member

KPMG LLP’s board of directors may have between 13 and 18 members. Members other than the Chairman and Deputy Chairman serve a five-year term and may not seek re-election until they have been off the Board for two years.

Recommendations:

The Department recommends approval of this contract.