

Date/Time of Submission	Method of Submission	Name	Organization	Question	Program Area or Admin	Response
4/23/2024	Drop-in Technical Assistance Session #2	Kayla Hughes	BRV Corp	I am a private corporation, do you have an example of what we can use in lieu of an organizational budget?	Administrative	A sample budget for for profit entities has been uploaded to the RFP 229 website.
4/23/2024	Drop-in Technical Assistance Session #2	Kayla Hughes	BRV Corp	We are not a City Supplier. Can I get clarification of whether there are any forms that we need to complete before we apply to this RFP?	Administrative	You are not required to be a Supplier before you apply to this RFP, but you can find a description of the City Supplier requirements in Appendix E. If you have questions about the process, please email oewd.procurement@sfgov.org.
4/30/2024	Procurement email	Ya Marie Toure	OTguided Inc	Is this opportunity open to out-of-state bidders?	Administrative	Technically yes, as long as you are able to provide services to local residents and businesses.
4/30/2024	Procurement email	Ya Marie Toure	OTguided Inc	If yes, under what conditions? (i.e. specific contract, location, size, etc)	Administrative	Please check the requirements for each program area you are interested in to make sure you meet all other criteria, which may include years of experience serving particular neighborhoods or populations.
4/30/2024	Procurement email	Ya Marie Toure	OTguided Inc	Is the proof of insurance required at the time of application?	Administrative	No; proof of insurance is only required during the contract negotiation phase, after you have been selected for a grant award.
4/17/2024	TA Conference	Emiliano Bourgois-Chacon	Dolores Street Community Services	Program area specifies a goal of 40-60 clients to be served per 2-year grant. Our program serves closer to 10-20. Can we serve less than 40 clients over the two year grant cycle?	Program Area B: Industries of Opportunity – Worker Cooperative Program	Per our RFP, we are seeking to serve between 40 – 60 clients over the two year grant cycle. Actual goals will be negotiated with providers and programs that are funded. If you are proposing a lower service goal, your funding request should be submitted commensurate with that lower anticipated service level.
4/23/2024	Procurement email	Slobhan Carroll	OpenClassrooms INC	The RFP states: "The proposed program should be available to adult (age 18 and over) San Francisco residents who do not possess right-to-work documentation, are unemployed or underemployed, have been dislocated from their jobs, and/or are incumbent workers seeking advancement within their industry." -Is it therefore a requirement that the program serve ONLY those who do not possess right-to-work documentation?	Program Area B: Industries of Opportunity – Worker Cooperative Program	The program must be designed to prioritize individuals that meet those requirements. If there are participants that otherwise meet eligibility requirements under the program, they may be eligible for this or other programs within the workforce system.
4/16/2024	Procurement email	Alice Cravens	Heat of the Kitchen	Just double checking on the wording that this grant opportunity for Youth and Young Adult Food Sovereignty. Is it designed to provide services solely to our American Indian population? Please let us know if this also can serve San Francisco Youth ages 16-24.	Program Area C: Industries of Opportunity – Youth and Young Adult Food Sovereignty	As noted in the RFP, Program Area C invites proposals that "target outreach and recruitment efforts for American Indian youth and young adults ages 16-24." While the program may not exclude any other young people that otherwise qualify, strong proposals will clearly articulate how you will effectively target your outreach and recruitment efforts to American Indian youth. Supplementary Question (b) asks applicants to expressly address this, as does the Letter of Support/MOU supplementary requirement.
4/17/2024	TA Conference	Unknown	Unknown	Is having an educational institution(s) part of a training program a requirement for a proposal?	Program Area C: Industries of Opportunity – Youth and Young Adult Food Sovereignty	Education institutions can potentially be a partner/component of a training program, or potentially be a positive placement outcome for participants who complete a training program (i.e. positive placement outcome in post-secondary education/advance training at the completion of the training program).
4/23/2024	Procurement email	Slobhan Carroll	OpenClassrooms INC	The RFP states a preference for "Experience developing and/or supporting workforce development programs for American Indian youth and young adults and/or vocational training featuring food sovereignty and agroecology training and curriculum." Can you confirm that training in other areas like IT apprenticeship programs- will be eligible/considered for this program?	Program Area C: Industries of Opportunity – Youth and Young Adult Food Sovereignty	Qualifications that are listed as preferred are not part of the minimum criteria. Your firm must be able to meet all minimum qualifications in order to be considered. Meeting preferred qualifications will make your firm more competitive.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Do events and programming have to be free?	Program Area D: Union Square Park Programming	The RFP does not require for all events to be free and open to the public, but it is OEWD's strong preference that a significant share of programming is free and open to the public to support accessibility and drive daily foot traffic and visitation from the widest range of users possible. Respondents may propose some amount of ticketed events or other revenue models in their proposals, which may be further considered following an award.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	How would the supplier work with the Union Square Alliance and their marketing, PR and event staff? And Parks & Rec?	Program Area D: Union Square Park Programming	The selected organization will be responsible for coordinating with the Union Square Alliance (the area's Community Benefit District), other area stakeholders and businesses, and all relevant City departments to develop and implement programming. The Union Square Alliance or other users may be permitted to hold events or programs in the park in addition to those produced by the selected organization, depending on the terms to be determined in the grant agreement and with Recreation and Parks after selection. The selected organization will be expected to provide marketing, event staffing and production and other event services. All selected respondents will be required to clear calendar dates, details of events and permits from Recreation and Parks. Recreation and Parks expects to work with the respondent to develop streamlined approaches to provide permits. Respondent will need to secure all necessary other City permits.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	What other SF Government programs or offices will the supplier work with?	Program Area D: Union Square Park Programming	OEWD and Recreation and Parks will be the primary contacts for the selected organization. Recreation and Parks will be responsible for event permitting and OEWD will manage the grant agreement and approve the programming and marketing plan and all other grant deliverables. Other City departments may be involved as needed for particular events, e.g. the San Francisco Municipal Transportation Agency (SFMTA) for any street closures adjacent to the park.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Who will the supplier directly report to?	Program Area D: Union Square Park Programming	The grant will be managed by OEWD and the selected organization will negotiate a grant agreement with OEWD, in coordination with Recreation and Parks, and OEWD will receive and approve all deliverables under the grant.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Is the \$1M budget inclusive of proposed staffing, security, sanitation services, etc?	Program Area D: Union Square Park Programming	The \$1M budget is the total not to exceed grant amount to be provided for all costs associated with the programming and events produced and managed by the selected organization, including any additional security or sanitation services needed beyond the baseline levels provided.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Is the \$1M budget inclusive of current Union Square Park marketing plan (ex: ice skating rink/SF Hearts Art Program)? Will the existing budget be absorbed into the \$1M grant or is the \$1M in addition to current marketing plan budget?	Program Area D: Union Square Park Programming	The grant budget is not inclusive of events or programs and associated marketing that may be sponsored by organizations other than the selected supplier under the grant. The supplier is responsible for marketing for all events and programs produced by the supplier under the grant. It will be up to the selected supplier to coordinate with area stakeholders and the sponsors of other proposed or scheduled events in the park to determine the extent to which, if any, such events may be included in whole or part into the programming plan and budget to be developed by the selected supplier. The existing programming such as the ice skating rink and the cafe vendors will be permitted directly by the Recreation and Parks Department.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Will the supplier have access to work with the Ambassadors or Ambassador Program Office?	Program Area D: Union Square Park Programming	Ambassadors provided by the Union Square Alliance, the City's Downtown Welcome Ambassador program, and other security, safety, and cleaning services provided by Recreation and Parks, the Department of Public Works, and the Union Square Alliance will continue to operate and be managed independently. The selected supplier will be responsible for providing any additional security or cleaning services that are needed for the proposed programming plan and coordinating with those entities to ensure coordinated and effective service for events and programs provided under the grant.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Are there any restrictions on events?	Program Area D: Union Square Park Programming	Events will need to be coordinated with Recreation and Parks' other permitted and contracted events. In addition, the site is covered with granite and is over a garage, which limits the weight of installs and vehicle access. Finally, the site is surrounded by hotels which must be taken into account in proposed hours of amplified sound and noise of load-in and load-out.

Date/Time of Submission	Method of Submission	Name	Organization	Question	Program Area or Admin	Response
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Can alcohol be served at events?	Program Area D: Union Square Park Programming	Yes. Alcohol may be served but is subject to approval of the San Francisco Police Department (SFPD) to ensure that measures are taken to prevent alcohol leaving the site. If alcohol is served at an event, grantees may not charge it, in whole or in part, to the City grant award.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Is there a list of preferred vendors that supplier is limited to using?	Program Area D: Union Square Park Programming	Union Square Park is property of and managed by the City's Recreation and Parks Department. There are no preferred or required vendors for programming within the park, but it is the City's preference that the current tenant of the cafes kiosks in the park be given first priority for food and drink service, and no competing concessions will be permitted in the park.
4/17/2024	Procurement email	Karla Villatoro	CBRE Retail Property Management	Are there any restrictions or guidelines on sponsorship income for events?	Program Area D: Union Square Park Programming	<p>Union Square Park is the property of, and is managed by, the City's Recreation and Parks Department. Programming sponsored in part by other non-City sources is allowed, provided that costs covered by non-City sources must be clearly distinguished from costs covered by City grant. Sponsors for events are permitted except by tobacco or electronic cigarette companies. In addition, alcohol sponsors are only allowed as part of actual service during the event. There are limits on signs/advertising in parks and sponsorship signs are only allowed to be erected during the event. See City's Park Code, Section 3.07.</p> <p>City grant awards may not be used, in whole or in part, toward: the cost of alcohol, or any costs associated with serving alcohol, and the sale or distribution of single-serve bottled water or sugar-sweetened beverages. There are not similar restrictions on sponsorships.</p>
4/23/2024	Drop-in Technical Assistance Session #2	Kayla Hughes	BRV Corp	An administrative question related to Program area D – are programming partners considered subs? E.G. performers, entertainment vendors that we pay?	Program Area D: Union Square Park Programming	Not necessarily, but you will want to be able to verify that all selected vendors are compliant with any necessary requirements, and that you are aware of the labor and other laws that may apply (e.g. prevailing wage laws) to any individuals or entities that you pay. State compliance requirements like SOS and OAG apply to any subcontractors/subgrantees that are performing some of the scope of work that we negotiate with our selected grantee, for example, if you were to bring on a consultant that is responsible for executing a marketing campaign.