

Request for Qualifications (RFP) 236
Office of Small Business (OSB), Community Economic Development (CED), and Business Development Divisions
Office of Economic and Workforce Development

# ID	Submission Method	Date/Time Submitted	Submitter Name	Organization (if applicable)	Question Category	Question	Response	Response Date
1	Email	06/02/26	Alix Holleschau	SFMade	Eligibility&Qualifications	<p>Hello,</p> <p>For Program Area J, the RFP States: "Physical Location: Agency performing services must be located within targeted area of proposed activities."</p> <p>To clarify, does this mean our organization must have an office or physical working space within one of the identified areas?</p> <p>For example, our organization mostly works remotely, but we serve businesses across all of San Francisco. If our office/ mailing address is not in the identified areas, are we ineligible?</p> <p>Thank you,</p>	<p>Thank you for your question. For Program Area J: Neighborhood Commercial Corridor Economic Vitality, the requirement that the "Agency performing services must be located within the targeted area of proposed activities" means that the applicant organization must have a physical presence within the targeted corridor(s) where services will be delivered.</p> <p>As a result, organizations whose office or primary operating location is not within the proposed target area would not meet this specific Program Area requirement, even if they provide services citywide.</p>	06/03/26
2	Email	06/04/26	Steven Baret-arias	N/A	Program Areas/Scope of Work	<p>Hi OEWD Procurement team,</p> <p>I saw RFP 236 for the Office of Economic and Workforce Development.</p> <p>What stood out to me is that this solicitation appears to involve business development, professional services, digital accessibility, budget planning, and implementation readiness.</p> <p>My team focuses on remote-first consulting systems: business development strategy, outreach workflows, digital communications, reporting dashboards, implementation planning, and monthly performance tracking.</p> <p>Could you confirm whether vendors may include digital workflow, reporting, and business development system recommendations inside their proposal?</p> <p>Best, Steven</p>	<p>Thank you for your interest in RFP 236. Applicants may include approaches, tools, systems, and recommendations that support the successful delivery of the proposed services, provided they are responsive to the requirements, scope of work, and objectives of the specific Program Area(s) for which they are applying.</p> <p>We encourage applicants to carefully review the Program Area description, scope of work, and evaluation criteria to ensure that any proposed activities or systems are aligned with the services being requested.</p> <p>Please note that OEWD cannot provide guidance on the competitiveness of a specific proposal approach or determine in advance whether a particular activity or methodology will receive evaluation points. All proposals will be evaluated based on the criteria outlined in the solicitation.</p>	06/04/26

3	Email	06/04/26	Tyson Senevoravong	Yiftee	Administrative/Procurement Process	<p>Hi Susanna,</p> <p>Happy Thursday! Thanks again for all of your help and introductions to some of your local organizations—conversations have been going very well!</p> <p>In other news, we recently came across this RFP for SF and are wondering if our program might fit a portion of it. Because our program is a bit disruptive and innovative, it often doesn't fit RFPs as originally written but we offer a great solution to the problem they aim to solve. Particularly, Area H seems to fit what we can accomplish with our program.</p> <p>I know you're unable to provide material information on RFPs, as you are a city employee. But I'm curious on if you believe it's worth us submitting a proposal for that section, or if the better option is to contact the individual covering it to discuss on if we should make a submission or not—since we're not a direct fit as it's written.</p> <p>https://www.sf.gov/resource--2026--request-proposals-rfp-236</p> <p>Let me know what you think!</p>	<p>Thank you for your interest in RFP 236. Unfortunately, OEWD cannot advise potential applicants on whether they should or should not submit a proposal, nor can we assess the competitiveness or suitability of a particular organization, program model, or proposed approach prior to proposal submission.</p> <p>If you believe your program may address the objectives, outcomes, and deliverables identified within a Program Area, you are welcome to submit a proposal for consideration. We encourage all interested applicants to carefully review the Program Area description, scope of work, minimum qualifications, preferred qualifications, deliverables, and evaluation criteria to determine whether their proposed services align with the solicitation.</p> <p>If you have specific questions regarding the interpretation of a Program Area's requirements or scope, please submit them to owd.procurement@sfgov.org by the deadline identified in the RFP. Consistent with procurement requirements, OEWD will respond through the formal question-and-answer process so that all prospective applicants have access to the same information.</p>	06/04/26
4	Email	06/05/26	Eric Lindsey	Eye and Hand Society	Application Requirements/Submission	<p>Hello! I have a question about the Primary Applicant section of RFP236. It's asking for board member information. If we are a for profit organization with no board or board of directors what information is required in this section?</p>	<p>Thank you for your question. If the Primary Applicant is a for-profit organization that does not have a Board of Directors, you may indicate "Not Applicable" in the Board Member section.</p>	06/05/26

5	Email	06/08/26	C. Cheryl Archer	SignWorks, Inc	Application Requirements/Submission	<p>Hello,</p> <p>I am told that the legacy Plaques are still open for bid and I would like to submit one. I began filling out the forms at your website, but many pages appear to be irrelevant to a commercial product only supplier, e.g., those pertaining to board member composition/details.</p> <p>Is there a way to isolate only the salient details needed for the submission of a bid for the legacy plaques? Please advise.</p> <p>Thank You!</p>	<p>Thank you for your interest in RFP 236, specifically Program Area O: Manufacture of Legacy Business Brushed-Aluminum Plaques.</p> <p>All applicants are required to complete the application and submit the information requested through the online application portal. However, some questions may not apply to every applicant type. For example, if your organization is a for-profit entity and does not have a Board of Directors, you may indicate "Not Applicable" in the applicable sections.</p> <p>We recommend focusing on the requirements, qualifications, and supporting materials associated with Program Area O and providing responses that accurately reflect your organization's structure and experience. If a question is not applicable to your organization, please indicate that in the response field where appropriate.</p> <p>At this time, OEWD does not have a separate or abbreviated application specifically for suppliers applying only to Program Area O.</p> <p>If you have specific questions about a particular application field or requirement, please feel free to submit them to oewd.procurement@sfgov.org, and we will be happy to provide clarification.</p> <p>Thank you for your interest in partnering with OEWD.</p>	06/08/26
6	Email	06/09/26	Eric Lindsey	Eye and Hand Society	Application Requirements/Submission	<p>Hello. I have a follow up question. Is the Organizational Budget tied to the Non-profit information or the business in general?</p>	<p>The Organizational Budget should reflect the budget of the applicant organization as a whole, not just the specific program, project, or Program Area being proposed under RFP 236.</p> <p>For nonprofit organizations, this would typically be the organization's overall operating budget. For for-profit organizations, this would generally be the organization's overall business budget or annual operating budget.</p> <p>The purpose of this question is to provide OEWD with a general understanding of the size and financial capacity of the applicant organization.</p>	06/09/26

7	Email	06/10/26	Liz Mileszko	Catchafire	Budget/Allowable Costs	<p>Hello,</p> <p>I am completing the RFP, and working through the budget template. On line 20 of the line item descriptions, it outlines Deliverables as an option, however that is not one of the budget line items within the budget template tab. Would it be possible to reorder the template line items so that I can include deliverables, or how would you recommend proceeding?</p> <p>Liz</p>	<p>Thank you for reaching out. To maintain consistency across submissions, the budget template line items will remain as currently provided and will not be reordered or modified.</p> <p>The reference to “Deliverables” in the line item descriptions is intended to clarify how deliverable-based payments may be structured, if applicable.</p> <p>For the budget template, please use the existing budget line items that best align with the costs associated with your proposed work. If you would like to indicate a preference for a deliverable-based payment structure, you are welcome to describe that in the RFP 236 FormAssembly application (Part II: Project Description, Section 4: Financial Management and Budget).</p> <p>Please note that all applicants must submit a cost-reimbursement budget as part of their proposal. Any use of deliverable-based payments would only be considered after award and would be subject to discussion, negotiation, and approval by the assigned Program Manager during agreement development. As a result, applicants should not assume that a deliverable-based payment structure will be approved or incorporated into any resulting agreement.</p> <p>Additionally, all questions and inquiries regarding this solicitation should be submitted only to OEWD Procurement. To ensure a fair, transparent, and consistent process for all applicants, please do not contact or correspond with any other OEWD staff or parties regarding this solicitation.</p>	06/10/26
8	TA Conference	6/10/2026	Romalyn Schmaltz	North Beach Jazz club	Administrative/Procurement Process	<p>How can we obtain a recording or a copy of the presentation?</p>	<p>Hello Romalyn,</p> <p>The Technical Assistance Conference recording and presentation slide deck will be posted to the RFP #236 webpage on Thursday, June 11, 2026.</p> <p>Applicants are responsible for submitting any substantive questions by the stated Q&A deadline. The recording and slides are intended to serve as reference materials from the Technical</p>	6/13/2026

							Assistance Conference and do not extend or modify any deadlines listed in the RFP.	
9	TA Conference	6/10/2026	Tina Aguirre	Castro LGBTQ Cultural District	Eligibility&Qualifications	Can you repeat the budget threshold for CBDs?	Based on the the Anticipated Annual Funding Per Contract and the SOW listed in RFP 236 Area H page 36 "Proposed budgets should be no more than \$50,000 or \$100,000 and can include a series of events or one large event based on total projected attendance, across all events and must include a minimum 20% in committed or existing matching funds towards the project."	06/10/26
10	TA Conference	6/10/2026	Lily Wong	Wah Mei School	Budget/Allowable Costs	Can you clarify the 20% match. could that be a mix of staffing dollars and programmatic? (about the activations area)	Based on the the Funding Matching Fund Requirements listed in RFP 236 Area H page 37: " • Applicants must provide a minimum 20% funding match from non-City funds, with no more than half provided as in-kind contributions. • At least 10% of grant funds must be allocated directly to San Francisco small businesses, as part of the program strategy to include their participation in the proposed project, such as for direct services, stipends, and participation costs. • Funds must support free events open to the public. If ticket sales to activities are added, the proceeds must go towards additional costs of producing the event and not for general operations of the organization. "	06/10/26

11	TA Conference	6/10/2026	Aprill Lacey	Music City Entertainment	Eligibility&Qualifications	Will Lower Polk CBD be added to the List?	<p>Hello Aprill,</p> <p>At this time, Lower Polk CBD is not listed as an eligible organization under Program Area H. Applicants should rely on the eligibility list included in the RFP. The threshold for a CBD being eligible was based off their latest special assessment budget submitted. Per OEWD records, Lower Polk CBD exceeds this amount.</p> <p>If OEWD makes any changes to the eligible organization list, that update would be issued through a formal addendum and posted to the RFP #236 webpage. Applicants should not assume an organization has been added unless it is included in a posted addendum. Thank you.</p>	6/13/2026
12	TA Conference	6/10/2026	Andrea Aiello	Castro/Upper Market Community Benefit District	Program Design/Service Delivery	For Area H, how do you measure the number of people attending the event?	<p>Hello,</p> <p>For Program Area H, attendance should be measured using a reasonable, consistent, and documented method based on the type and format of the proposed event.</p> <p>Examples may include registration or ticket counts, manual entry counts, clicker counts, periodic crowd counts, vendor or participant records, survey data, or other event tracking methods that reasonably estimate in-person attendance.</p> <p>Awarded organizations will be required to report cumulative estimated in-person attendance for each event or activation through OEWD's Events & Activations Portal. Events and activations with 200 or more attendees must also implement the OEWD Events & Activations Survey using the portal.</p> <p>Applicants should describe in their proposal how they plan to track attendance and collect required event data. Final reporting expectations will be confirmed with the awarded organization during agreement development. Thank you.</p>	6/13/2026
13	TA Conference	6/10/2026	Andrea Aiello	Castro/Upper Market Community Benefit District	Program Design/Service Delivery	For Area H, how do you measure the economic impact of and document increased economic activity? Does OEWD have a tool they want us to use?	<p>Economic impact can be measured in a variety of different ways depending on the specifics of a proposal. OEWD does not have particular tool it will require an awarded project to use.</p>	6/13/2026

14	TA Conference	6/10/2026	Andrea Aiello	Castro/Upper Market Community Benefit District	Program Design/Service Delivery	For Area I, Jane Warner Plaza, how do you measure the number of people who use Jane Warner Plaza? This is an open, public space with people walking through all the time, free to use 24/7.	<p>Hello Andrea,</p> <p>For Program Area I, OEWD does not expect applicants to count every person who passes through Jane Warner Plaza 24/7.</p> <p>Applicants should propose a reasonable and feasible method for estimating plaza use based on the nature of the proposed stewardship activities. This may include scheduled observation counts during steward coverage hours, periodic pedestrian or plaza-use counts, counts during activations or clean-up activities, documenting interactions with visitors, and collecting qualitative feedback from nearby merchants, residents, and stakeholders.</p> <p>Applicants should describe the proposed methodology in their application, including when counts would be taken, how often they would be collected, and how the data would be reported to OEWD. Final performance measures and reporting expectations will be confirmed with the awarded organization during scope and agreement development. Thank you.</p>	6/13/2026
15	TA Conference	6/10/2026	Nicole Wang	Studio SheSō	Budget/Allowable Costs	For Program Area A, are you also looking for paid campaigns? If so, is there a separate budget for digital ad campaign distribution or must that expense be part of the \$400K budget over the two-year term?	<p>Hello Nicole,</p> <p>Yes. For Program Area A, OEWD is looking for applicants to propose a marketing campaign that builds awareness of the SF LIVE calendar website and San Francisco’s arts, culture, and entertainment ecosystem. The RFP notes that OEWD expects the campaign will be primarily through online channels, though other channels may be proposed as appropriate.</p> <p>There is not a separate OEWD budget for digital ad campaign distribution outside of the Program Area A funding amount. Any proposed paid media, digital advertising, campaign distribution, or related marketing costs should be included in the applicant’s proposed budget within the available funding amount of up to \$200,000 per year, or up to \$400,000 over the two-year term.</p> <p>Applicants should clearly explain the proposed campaign strategy, including any paid, earned,</p>	6/13/2026

							owned, or partnership-based marketing approaches, and include reasonable costs tied to the proposed scope of work. Final budget details and eligible costs will be subject to OEWD review, negotiation, approval, and available funding during contract development.	
16	TA Conference	6/10/2026	Andrea Aiello	Castro/Upper Market Community Benefit District	Program Areas/Scope of Work	For Area I, Jane Warner Plaza, with little ability to provide real events per SFMTA, what is OEWD looking for re: economic benefit to local merchants?	<p>Hello Andrea,</p> <p>For Program Area I, OEWD is not expecting applicants to rely only on large-scale events to demonstrate economic benefit.</p> <p>The focus of this Program Area is the day-to-day stewardship, cleanliness, usability, appearance, and positive activation of Jane Warner Plaza. Applicants should explain how their proposed stewardship activities would improve the plaza as a welcoming gateway to the Castro/Upper Market area and support economic vitality for nearby merchants.</p> <p>Economic benefit may be demonstrated through reasonable and feasible measures such as improved plaza conditions, increased positive use of the space, visitor or user counts during steward coverage, reduced or tracked 311/service issues, merchant and stakeholder feedback, small-scale placemaking or beautification efforts, and documentation of how the plaza supports foot traffic and the overall desirability of the surrounding commercial area.</p> <p>Any proposed activation or event-related activity must comply with applicable City rules, permitting requirements, and approval processes. Thank you.</p>	6/13/2026

17	TA Conference	6/10/2026	Nicole Wang	Studio SheSō	Administrative/Procurement Process	For Program Area A, is the incumbent agency planning stay on contract or to re-bid?	<p>Hello Nicole,</p> <p>OEWD cannot speak on behalf of the current provider or confirm whether the incumbent agency intends to submit a proposal for Program Area A.</p> <p>RFP #236 is a competitive solicitation. Any organization interested in being considered for Program Area A, including any current or prior provider, must submit a complete proposal by the submission deadline and meet all applicable requirements. All responsive proposals will be evaluated through the review process described in the RFP, and no award is guaranteed. Thank you.</p>	6/13/2026
18	TA Conference	6/10/2026	Fernando Pujals	Mid-Market Business Association and Foundation	Eligibility& Qualifications	Is Mid-Market corridor (Market 5th to Van Ness) eligible for area J? Would it be considered to be part of a Tenderloin commercial corridor?	<p>Hello Fernando,</p> <p>Program Area J: Neighborhood Commercial Corridor Economic Vitality does not identify the broader Mid-Market corridor, including Market Street from 5th Street to Van Ness Avenue, as a standalone eligible corridor.</p> <p>Program Area J includes Tenderloin neighborhood commercial corridors, including but not limited to the examples listed in the RFP. If an applicant proposes services that include portions of Market Street, the proposal should clearly identify the specific blocks to be served and explain how the proposed geography is part of, or directly supports, a Tenderloin neighborhood commercial corridor and the target population for Program Area J.</p> <p>Applicants should not assume the full Mid-Market corridor is eligible under Program Area J unless the proposed activities are clearly tied to the eligible Tenderloin commercial corridor geography and meet all other Program Area J requirements. Thank you.</p>	6/13/2026

19	TA Conference	6/10/2026	Lily Wong	Wah Mei School	Application Requirements/Submission	For the list of current board members, if the eligible agency is fiscally sponsored, do you need the fiscal sponsor board members or for the eligible agency?	<p>Hello Lily,</p> <p>If the applicant is fiscally sponsored and the fiscal sponsor is serving as the Primary Applicant, please provide the current board members for the fiscal sponsor, as the fiscal sponsor would be the legal entity entering into the agreement with the City if awarded.</p> <p>This information is required if the Primary Applicant is a nonprofit organization. If the Primary Applicant is a for-profit organization and does not have a board of directors, please enter "Not Applicable."</p> <p>The eligible agency may also include its advisory board or leadership structure, if applicable, but it should be clearly labeled separately.</p>	6/13/2026
20	TA Conference	6/10/2026	Lily Wong	Wah Mei School	Administrative/Procurement Process	For Program H, there are more listed eligible organizations than dollars available. If we apply for the full 100k, whats the likelihood that we'd end up getting 50k? In other words, how are you making tht final decision on how the small pot is allocated between all eligible applicants	<p>Hello Lily,</p> <p>Thank you for your question. Program Area H is a competitive funding opportunity. The list of eligible organizations identifies organizations that may be eligible to apply; it does not mean that each listed organization will apply, meet all submission requirements, score competitively, or receive an award.</p> <p>Program Area H has a total available funding amount of \$750,000, with anticipated individual awards of either \$50,000 or \$100,000. The RFP states that OEWD anticipates making up to 13 awards; however, this does not mean that all awards will be made at the \$100,000 level. For example, if 13 awards were made at the \$50,000 level, the total award amount would be \$650,000, which is within the total funding available.</p> <p>Applicants should request the funding amount that aligns with their proposed scope of work, budget, and capacity to deliver the proposed activities. Final award amounts will be determined through the competitive review process and will be based on the applications received, proposal scores, proposed scopes of work, budget requests, alignment with Program Area H goals, and available funding.</p>	6/13/2026

							OEWD cannot estimate or guarantee whether an applicant requesting \$100,000 would receive \$50,000 instead. Award amounts may be adjusted during the award and agreement development process, and any final award is subject to OEWD review, negotiation, approval, and available funding. Thank you.	
22	TA Conference	6/10/2026	Geoffrea Morris	N/A	Eligibility& Qualifications	If you are a Sole proprietor, are you still required to be registered under the California Secretary of State?	<p>Hello Geoffrea,</p> <p>No. Sole proprietors are generally not required to register with the California Secretary of State unless they have chosen to form a separate legal entity, such as a corporation or limited liability company (LLC).</p> <p>For purposes of RFP #236, a sole proprietor may apply if they are otherwise eligible under the applicable Program Area and are able to comply with all applicable City, State, and federal requirements. If a question in the application asks for California Secretary of State registration information and none exists because the applicant is a sole proprietor, please indicate "Not Applicable." Thank you.</p>	6/10/2026

23	TA Conference	6/10/2026	Liz Mileszko	Catchafire	Administrative/Procurement Process	Does the new liability insurance requirement apply for Program C?	<p>Hello Liz,</p> <p>Yes. The Cyber and Privacy Liability Insurance requirement applies to Program Area C, as it is a Professional Services Contract.</p> <p>As outlined in the solicitation and the City's contract requirements, contractors may be required to maintain Cyber and Privacy Liability Insurance with a minimum limit of \$1,000,000 per claim when handling, storing, transmitting, or otherwise having access to confidential or sensitive information electronically.</p> <p>Applicants are encouraged to review Attachment D (City's Contract Terms) and Appendix G for additional details regarding insurance and data privacy requirements. Final insurance requirements will be confirmed during contract development and prior to contract execution. Thank you.</p>	6/13/2026
24	TA Conference	6/10/2026	Sharaya Souza	American Indian Cultural District	Administrative/Procurement Process	That First Source goes for all grants even those at \$100k?	<p>Hello Sharaya,</p> <p>Yes. The First Source Hiring Program requirement applies to grants and contracts with a value of \$50,000 or more. Therefore, a grant award of \$100,000 would be subject to First Source requirements.</p> <p>Please note that compliance with First Source is required only if an award is made and a resulting agreement is subject to the City's First Source Hiring Program requirements. Additional information regarding First Source compliance and contractor obligations will be provided during agreement development and contract execution. Thank you.</p>	6/10/2026

25	TA Conference	6/10/2026	Liz Mileszko	Catchafire	Administrative/Procurement Process	Does the equal benefits compliance requirement apply to Program C?	<p>Hello Liz,</p> <p>Program Area C: Skills-Based Volunteer Matching is a Professional Services Contract (PSC). If awarded, the contractor will be required to comply with the City's Equal Benefits Ordinance (EBO), as applicable.</p> <p>Please note that, effective April 1, 2026, Equal Benefits compliance generally applies to City contracts with a value exceeding \$230,000. The anticipated funding for Program Area C is up to \$150,000 annually for a two-year term. Depending on the final contract value, term, and any subsequent amendments, Equal Benefits compliance may be required.</p> <p>All successful applicants will be required to comply with applicable City contracting requirements prior to contract execution. Additional guidance regarding Equal Benefits compliance and any required CMD review will be provided during agreement development. Thank you.</p>	6/10/2026
26	TA Conference	6/10/2026	Liz Mileszko	Catchafire	Administrative/Procurement Process	What does MCO and HCAO mean for labor requirements?	<p>Contracting entities are subject the MCO if they have five or more employees worldwide. Employees working on the contract anywhere in the United States must be provided at least the compensation and time-off benefits required under the MCO.</p> <p>Contracting entities are subject to the HCAO and/or HCSO if:</p> <ul style="list-style-type: none"> • they are a for profit business with 20 or more employees worldwide, • they are a non-profit organization with 50 or more employees worldwide. <p>For professional services contracts (for both for profit and non-profit) or grants to for-profit entities:</p> <ul style="list-style-type: none"> • if an employee works over 20 hours per week on the contract, the HCAO applies. • If the employee works between 8-19 hours per week on the contract in the City and County of San Francisco, then the HCSO applies. <p>Grants to non-profits are exempt from the HCAO; so, the HCSO applies.</p> <p>More information can be found on our website at</p>	6/11/2026

							www.sf.gov/olse or you can contact us at (415) 554-7903 or mco@sfgov.org.	
27	TA Conference	6/10/2026	Nicole Wang	Studio SheSō	Administrative/Procurement Process	When does a business need to link our Bidder/Supplier ID Number to our Business Account Number on the site that the previous presenter was explaining? https://etaxstatement.sfgov.org/vendor/	<p>Hello Nicole,</p> <p>If a business already has both a San Francisco Business Account Number and a Bidder/Supplier ID Number, the business should link them as soon as possible through the Treasurer & Tax Collector vendor site.</p> <p>This step helps confirm that the supplier's City vendor profile is connected to its San Francisco business registration record. It is especially important for applicants that may be recommended for award, because supplier registration, business tax registration, and other City compliance requirements must be resolved before an agreement can be finalized and payments can be processed.</p> <p>If a business does not yet have a Business Account Number, it should follow the instructions on the site to determine whether business registration is required. Applicants should not wait until the last minute to complete these steps, as registration or compliance issues may delay award processing or contract execution.</p>	6/13/2026
28	TA Conference	6/10/2026	Geoffrea Morris	N/A	Administrative/Procurement Process	Will today's slide be posted today at the conclusion of this meeting?	<p>Hello Geoffrea,</p> <p>The Technical Assistance Conference slide deck will be posted on Thursday, June 11, 2026. It may not be posted immediately at the conclusion of today's meeting.</p> <p>Applicants are responsible for submitting any substantive questions by the stated Q&A deadline. The posted slides are intended to serve as a reference from the Technical Assistance Conference and do not extend or modify any deadlines listed in the RFP.</p>	6/13/2026

29	TA Conference	6/10/2026	Liz Mileszko	Catchafire	Administrative/Procurement Process	Are you required to comply with HCAO and MCO, specifically for program c, if you are a remote company?	The MCO and HCAO apply to businesses with contracts with the City and County of San Francisco that meet certain employee count thresholds. These counts include employees worldwide and apply regardless of whether the business operates from a physical location or is fully remote.	6/11/2026
30	TA Conference	6/10/2026	Nicole Wang	Studio SheSō	Administrative/Procurement Process	This video recording will be posted AFTER the Q&A due date tomorrow?	<p>Hello Nicole,</p> <p>Yes. The Technical Assistance Conference video recording will be posted on Thursday, June 11, 2026.</p> <p>Applicants are responsible for submitting any substantive questions by the stated Q&A deadline. The recording is intended to serve as a reference from the Technical Assistance Conference and does not extend or modify any deadlines listed in the RFP</p>	6/13/2026
31	TA Conference	6/10/2026	Marco Guillen	Castro/Upper Market Community Benefit District	Program Areas/Scope of Work	For Program L, can you define what counts as Legal Technical Assistance?	<p>Hello Maro,</p> <p>For Program Area L, Legal Technical Assistance refers to practical, business focused support that helps growth-phase small businesses understand and navigate legal, leasing, regulatory, occupancy, compliance, and business-risk issues related to growth or expansion.</p> <p>This may include, but is not limited to, lease review support, lease negotiation strategy, commercial occupancy planning, zoning and permitting navigation, compliance readiness and risk mitigation planning, hiring compliance guidance as it relates to business risk, and referrals to specialized legal, financial, or technical service providers when appropriate.</p> <p>Applicants should clearly describe the specific services they are proposing, the qualifications of the staff or partners providing those services, and how the services will help small businesses reduce risk and prepare for sustainable growth.</p>	6/13/2026

32	TA Conference	6/10/2026	Andrea Aiello	Castro/Upper Market Community Benefit District	Administrative/Procurement Process	We don't provide health insurance, we are a non-profit with 1 FTE. Do we have to participate in MCO?	<p>Whether an organization must comply with the MCO or the HCAO/HCSO depends on whether it meets the employee thresholds and, for HCAO/HCSO, how many hours the employee works on the contract.</p> <p>A contracting entity, whether for-profit or non-profit, is subject to the MCO if it has five (5) or more employees anywhere in the world. Employee type does not matter, full-time, part-time, temporary, etc., count towards the employee threshold. If the entity meets this count, any employee working on the CCSF contract anywhere in the United States must be paid at least the MCO rate and accrue the required time off.</p> <p>A non-profit is subject to the HCAO or HCSO if it has 50 or more employees worldwide. Generally, the HCAO applies to contracts; however, grants to non-profits are exempt from the HCAO, and the HCSO applies instead.</p>	6/11/2026
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33	Email	6/10/2026	Simon Bertrang	SF New Deal	Budget/Allowable Costs	<p>- For 236 Area N: The "Minimum Qualifications" on page 69 says that "the contractor must have the financial capacity to cover pass-through grant disbursements totaling up to \$1,500,000 per month while awaiting reimbursement from the City for the pass-through grants plus payment of administrative costs." However, the "Supplemental Materials Criteria" asks the applicant to "provide up to three (3) documents demonstrating the applicant's financial capacity to manage and disburse up to \$2,000,000 per month." Can you please confirm whether the grant payments that we should expect to float as part of this contract total to \$1,500,000 or to \$2,000,000?</p> <p>- For 236 Area N: What assumptions about contract amount and schedule should we make for the "Total Proposed Project Budget Amount" and the "Attachment B: Budget Template?" Should we assume \$2,000,000 total project budget and a one-year schedule or some other amount and timeline?</p>	<p>Hello Simon,</p> <p>Thank you for your questions.</p> <p>For Program Area N, applicants should understand the \$1,500,000 and \$2,000,000 figures as serving different purposes.</p> <p>The resulting agreement with the selected contractor will be structured as cost reimbursement. The contractor must have the financial capacity to cover pass-through grant disbursements of up to \$1,500,000 per month while awaiting reimbursement from the City, plus payment of administrative costs.</p> <p>For the supplemental materials, applicants should provide up to three documents demonstrating their financial capacity to manage and disburse up to \$2,000,000 per month. This may include documentation such as audited financial statements, a line of credit, cash reserves, financial systems, internal controls, or other relevant documentation demonstrating sufficient financial capacity.</p> <p>For the Total Proposed Project Budget Amount and Attachment B: Budget Template, applicants should prepare the budget based on the anticipated annual funding per contract for Program Area N, which is up to \$2,000,000 for a one-year budget period. The budget should reflect the applicant's proposed costs to perform the payment processing and fiscal administrative support services described in the RFP, including pass-through grant disbursements and related administrative costs.</p> <p>Please note that actual disbursement volume, timing, final contract amount, budget structure, and reimbursement processes will be determined during contract development and will be subject to OEWD approval, available funding, program needs, and final negotiated terms.</p>	6/13/2026
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34	Email	6/10/2026	C. Cheryl Archer	SignWorks, Inc	Application Requirements/Submission	<p>Hi there,</p> <p>Can you send me the form "B"? What I am seeing online does not allow me to populate the estimate for the cost of the legacy plaques. The on-line process is looking for an Excel formatted estimate, while my system generates estimates in PDF format.</p> <p>Can I attach the estimate here as an attachment instead? Please advise.</p> <p>Thank You!</p>	<p>Hello,</p> <p>Thank you for reaching out. Attachment B is the required Proposed Budget Template and must be submitted in Excel format as part of the RFP #236 application. The online application is requesting an Excel file because the RFP requires applicants to submit a completed Attachment B budget template in Excel format.</p> <p>For Program Area O, please use Attachment B to enter the proposed costs associated with producing the Legacy Business plaques. A PDF estimate generated by your system may be included as supporting documentation if the online application provides an appropriate upload field; however, it cannot replace the required Attachment B Excel budget template.</p> <p>Please note that emailed attachments will not be accepted as part of the official proposal submission. All required proposal materials must be submitted through the online application by the proposal deadline.</p> <p>If you are having trouble locating or completing Attachment B, please email OEWD Procurement at owd.procurement@sfgov.org for technical assistance.</p>	6/13/2026
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35	Email	6/11/2026	Miranda Rodriguez	The Center by Lendistry	Administrative/Procurement Process, Budget/Allowable Costs, Eligibility&Qualifications, Program Design/Service Delivery	<p>Good morning,</p> <p>Please see questions below for RFP#236 :</p> <p>K. ScaleUP SF: Financial Coaching and Loan Assistance Questions:</p> <p>Does "San Francisco-based" mean a physical office in SF, demonstrated service delivery to SF businesses, or something else? Is an out-of-county nonprofit with Bay Area program staff eligible?</p> <p>What's the expected cadence and format (in-person vs. remote) of the "regular partner meetings"?</p> <p>Has OEWD already identified or pre-selected any anchor partners for the ScaleUp SF cohort that K applicants would be coordinating with?</p> <p>N. Small Business Grant Payment Support (Professional Services Contract) Questions:</p> <p>What's OEWD's invoice and payment processing time for vendors?</p> <p>Does the \$2M/year "Anticipated Annual Funding Per Contract" include both the contractor's compensation and pass-through disbursement dollars that flow to small businesses?</p> <p>For Program Area N (Small Business Grant Payment Support), Attachment D Section 5.1.1 specifies Technology Errors & Omissions and Cyber/Privacy Liability limits of \$20,000,000 per claim. (1) Is this limit fixed for all Program Area N awards regardless of contract size, or is it negotiable based on the scope/volume awarded? (2) Does the Pollution Liability requirement in Section 5.1.1(g) apply to Program Area N, and if so, at what limit? (3) For Program Area K, Attachment C requires Commercial General Liability with Abuse and Molestation coverage, does this requirement apply to Program Area K given its target population of growth-phase small business owners, or is it specific to other program areas under this RFP?</p>	<p>Hello,</p> <p>Thank you for reaching out.</p> <p>Regarding Area K: 1) "San Francisco-based" means having a physical location in San Francisco and eligible to become a City supplier. 2) There will be in-person and remote meetings held regularly the exact cadence will be set collectively once all awardees have been selected. 3) Yes, there are 4 other grantees who were selected in a previous procurement.</p> <p>Regarding Area N: 1) Invoices may be submitted on a monthly basis and payment, assuming all documentation is correct, payment can take anywhere between 30 to 90 days. 2) The \$2M a year is both contractor compensation and pass-through funds, budget depending.</p> <p>Regarding Insurance Requirements: Although Attachments C and D show the complete range of insurance options. insurance is determined by the scope of the project during the contracting phase post award, and insurance amounts can vary.</p>	6/13/2026
36	Email	6/11/2026	Romalyn Schmaltz	North Beach Jazz club	Eligibility&Qualifications	<p>Hello OEWD,</p> <p>Thank you for your time. I'm representing an established North Beach Jazz club interested in Area H of the RFP 236, but we don't see Broadway or North Beach in the eligible corridors. Are these the only corridors? Can we apply?</p> <p>Thank you,</p> <p>Romalyn</p>	<p>Hello,</p> <p>Thank you for reaching out. Area H is available to all commercial corridors so long as the applicant is a formalized Cultural District, a Community Benefit District with an assessment budget of less than \$1,000,000 or a nonprofit working in partnership with one of them. Please refer to the list of eligible Cultural Districts and Community Benefit Districts in the Area scope listed in the RFP publication.</p>	6/13/2026

37	Email	6/11/2026	Nicole Wang	Studio SheSō	Program Design/Service Delivery, Budget/Allowable Costs, Program Areas/Scope of Work	<p>Dear OEWD Procurement Team,</p> <p>Please find below our written questions regarding Program Area A: SF LIVE Arts and Culture Website/Platform and Campaign.</p> <p>Will OEWD share baseline performance data for the SF LIVE initiative — current site traffic, calendar click-throughs to venue websites, social media engagement, and past campaign results — so proposers can set realistic performance targets? If so, will this data be available before or after the proposal deadline?</p> <p>May proposers propose rebuilding or replatforming the sflive.art website, or does OEWD expect maintenance and expansion of the existing build only?</p> <p>Should the proposed budget include domain, hosting, and software licensing costs within the \$200,000 annual not-to-exceed amount? Additionally, does Attachment B impose a cap on indirect/overhead rates?</p> <p>Regarding the expected expansion into additional artistic disciplines (e.g., museums and visual arts, film, fairs and festivals): does OEWD have a priority order or expected timeline for this expansion, or should proposers define the phasing in their approach?</p> <p>Under Program Area A, the "Target Population(s)" field states: "The selected provider will serve forming and established nonprofits in the City and County of San Francisco." However, the Program Area Summary and Scope of Work describe an initiative aimed at building public awareness and driving attendance to San Francisco arts, culture, and entertainment venues, a sector that includes both nonprofit and for-profit organizations, with the general and regional public as the audience for the website and campaign. Can OEWD clarify the intended target population/beneficiaries for this program area? Specifically, should proposals be framed around serving nonprofits, or around serving the broader arts, culture, and entertainment ecosystem (nonprofit and for-profit venues) and their prospective audiences?</p> <p>Is the existing sflive.art website currently WCAG 2.1 Level AA compliant? If not, is remediation of the existing site within the selected contractor's scope of work?</p>	<p>Will OEWD share baseline performance data for the SF LIVE initiative — current site traffic, calendar click-throughs to venue websites, social media engagement, and past campaign results — so proposers can set realistic performance targets? If so, will this data be available before or after the proposal deadline?</p> <p>OEWD would expect to set performance targets with the selected Grantee as part of the development of a scope of work for contracted activities.</p> <p>May proposers propose rebuilding or replatforming the sflive.art website, or does OEWD expect maintenance and expansion of the existing build only? Yes, proposers may propose to rebuild or replatform the website. If they do, proposers should include these costs within their proposed budget.</p> <p>Should the proposed budget include domain, hosting, and software licensing costs within the \$200,000 annual not-to-exceed amount? Additionally, does Attachment B impose a cap on indirect/overhead rates?</p> <p>Yes, the proposed budget include domain, hosting, and software licensing costs within the \$200,000 annual not-to-exceed amount.</p> <p>Regarding the expected expansion into additional artistic disciplines (e.g., museums and visual arts, film, fairs and festivals): does OEWD have a priority order or expected timeline for this expansion, or should proposers define the phasing in their approach? OEWD would work with the selected grantee and the existing arts/culture steering committee to define future disciplines to incorporate into this project and the timing of these efforts.</p> <p>Under Program Area A, the "Target Population(s)" field states: "The selected provider will serve forming and established nonprofits in the City and County of San Francisco." However, the Program Area Summary and Scope of Work describe an initiative aimed at building public awareness and driving attendance to San Francisco arts, culture, and entertainment venues, a sector that includes both nonprofit and for-profit organizations, with the general and regional public as the audience for the website and campaign. Can OEWD clarify the intended target population/beneficiaries for this program area? Specifically, should proposals be framed around serving nonprofits, or around serving the broader arts,</p>	6/13/2026
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38	Email	6/11/2026	Tom Murphy	Friends of JGA	Program Areas/Scope of Work	Are cultural events with city, state, and national attendance highlighting certain corridors in San Francisco allowed to receive funding through an activation channel of this grant?	<p>Hello,</p> <p>Thank you for reaching out. Yes, cultural events with city, state, and national attendance highlighting commercial corridors are eligible so long as the applicant and scope meet the requisites outlined within the scope for which an application will be submitted. Please refer to the RFP publication to review the requisites for each procurement area.</p>	6/13/2026