

OEWD REQUEST FOR QUALIFICATIONS #214

Economic Development and Workforce Development Consulting

Bidders Conference

Tuesday, March 10, 2020 ~ 3:30 P.M. – 5:00 P.M.

Webinar: <https://norcalsbdc.zoom.us/j/659267496>

Meeting ID: 659 267 496

RFQ issued by:	Office of Economic and Workforce Development
Date issued:	Wednesday, February 26, 2020
Proposals due:	Thursday, March 26, 2020 by 5:00 P.M.
Information on this RFP:	https://oewd.org/bid-opportunities/rfq-214
Questions about this RFP?	Email: oewd.procurement@sfgov.org <i>The deadline for all substantive questions is Thursday, March 12, 2020 at 5:00 PM.</i>



Presentation Overview

- RFQ Overview
 - What to expect
 - Completing your response package
 - Evaluation process
- Program Area Details
- City Contracting Requirements
- RFQ #214 Timeline and Web Resources
- Questions and Answers

Website: <https://oewd.org/bid-opportunities/rfq-214>



About OEWD

OEWD's **Mission** is to advance equity and shared prosperity for all San Franciscans by:

- growing sustainable jobs,
- supporting businesses of all sizes,
- creating great places to live and work, and
- helping everyone achieve economic self-sufficiency.



About this RFQ

Through this Request for Qualifications (RFQ), OEWD is seeking to establish a list of qualified contractors (“Suppliers”) to provide a variety of economic and workforce development consulting services.

If OEWD accepts you into the prequalified list, you may be considered for a range of contracting opportunities from OEWD or any other City department that OEWD allows to use the list.

Acceptance to the pre-qualified list is not a guarantee of a contract.

Qualified firms may be contacted throughout the term of the RFQ (2 years from the date on the notification letters) as contracting opportunities come up. Contracts must begin within 2 years of the notification date.



About this RFQ – What to Expect

To be considered for future contracting opportunities, you should be prepared to:

- (a) Become an approved City **Supplier**, and keep your Supplier account current and compliant,
- (b) Keep OEWD up to date on changes to your contact information or project team (email owd.procurement@sfgov.org),
- (c) Respond to additional requests for information within the prequalified period, such as submitting a more detailed proposal or price quote for projects that align with the services you have been qualified to provide to the City,
- (d) Maintain required insurance, and
- (e) Ensure you can comply with all other applicable City administrative code requirements.



About this RFQ – Application Documents

Applicants must submit a complete response package, following the instructions starting on **page 25** of the RFQ (“Submission Requirements”). The elements of a complete response package are:

- Completed **Appendix A – Proposal Packet Checklist** (template)
- Completed **Appendix B – Qualifications Statement** (no template provided)
- **Professional References** (3)
- Any **additional addenda**, such as work samples, photos, or letters of reference as requested under the program area(s) or that you think will help demonstrate your capacity



About this RFQ – Application Documents

Appendix B – Qualifications Statement (no template provided), shall include:

- (a) A description of your project team, their relevant experience and availability
- (b) Hourly rate/s or fixed costs for deliverables (e.g. fixed costs for workshops) for the services you are applying to provide
- (c) Information on whether your firm is a current Supplier in good standing
- (d) Confirmation that your firm is not debarred or suspended
- (e) Statement of Contracts completed within the last five (5) years
- (f) Supplementary statement that responds to any required questions in the program area(s)

Note If you are applying under multiple program areas, please make sure to address (a), (b), (e) and (f) for *each* program area and sub-area, if applicable.



About this RFQ – Evaluation Process

- Response packages will be reviewed by a team of City staff and evaluated to determine whether the proposal meets minimum qualifications (MQs).
- Minor omissions may be clarified at the City's discretion. If the City elects to reach out to applicants to clarify elements of the response package, the City will reach out to the contact(s) identified in Appendix A and applicants will be given a limited window (typically no more than 1-2 business days) to provide a response.
- Applicants should not contact the City to provide subsequent information after the submission deadline unless the City requests information.
- All applicants will be notified in writing as to the results of the evaluation process. **Receipt of a notification letter confirming that you met minimum qualifications is not a promise to contract for services.**



RFQ 214 Program Areas

Area	Title	Subsections/Categories	Page #
1	Leadership and Professional Development Services	None	5
2	Real Estate Case Management Services	None	5
3	Small Business Consulting and Training Services through the SBDC	Yes; subsections a. through g.	6
4	Employment Training Panel (ETP) Technical Assistance and Management	None	8
5	Marketing, Branding, Collateral and Website Development	Yes; subsections a. through p.	9
6	Videography Services	None	10
7	Fiscal Services	None	11
8	Grant Development Services	None	12
9	Research and Evaluation of Workforce Development Programs	Yes; subsections a. through c.	13
10	Planning and Designing Workforce Services	None	14
11	Developing and Implementing a Racial Equity, Diversity and Inclusion Plan	Yes; subsections a. through d.	15
12	Community Outreach and Education Services	None	16
13	Community Benefit District/Business Improvement District	None	17
14	Architectural Services	None	18
15	Logo/Branding Design	None	19
16	Tenant Coordination/Program Management	None	20
17	Development Agreement Obligation Tracking System	None	21



Service Areas – OEWD Request for Qualifications #214

1– Leadership and Professional Development Services

OEWD is looking for consultants to support **organizational development, individual leadership enhancement** and **growth of highly functional teams** within the department. The selected consultant will provide on call organizational development and executive coaching services, including but not limited to, working with OEWD staff to assess, clarify, and synchronize various viewpoints that align with OEWD’s strategic plan and vision, provide executive coaching to individuals and teams, and facilitate team building activities to promote growth and better communication within the agency.

Minimum Qualifications

- 3 years verifiable experience in providing similar services

Preferred Qualifications

- Similar projects completed within the past 5 years
- Experience working with government agencies or municipalities
- Experience working with diverse stakeholders and executives with various styles

Supplementary (program area-specific) Questions and Requirements?

- None for this area.



Service Areas – OEWD Request for Qualifications #214

2 – Real Estate Case Management Services

OEWD is looking for **commercial real estate broker services** to support a storefront activation and retention program. The Scope of Work may include, but is not limited to the following:

- Work with OEWD to identify and prioritize storefronts to activate
- Work with landlords to fill vacant storefronts.
- Assist tenant pipeline businesses in representing them, negotiating leases, assessing zoning and permitting, and drafting letters of intent.
- Assist existing businesses in representing them, negotiating leases, and drafting letters of intent.
- Provide OEWD with real estate data such as development pipeline information, tenants in the market, and aggregate demand.

Minimum Qualifications

- 3 years verifiable experience in providing similar services for commercial properties
- Success providing real estate services to small businesses with varying needs
- Experience working in San Francisco neighborhood commercial real estate market

Preferred Qualifications

- California licensed real estate broker

Supplementary (program area-specific) Questions and Requirements?

- Yes! See page 6 of the RFQ

3 – Small Business Consulting and Training Services through the SBDC

OEWD is seeking business consultants to provide **business counseling and training services** through the Small Business Development Center (SBDC). The Scope of Work may include, but is not limited to the following:

- Developing and conducting training programs for small businesses in 1:1 and/or group settings.
- Directing small business clients to appropriate business resources for their needs
- Coordinating and maintaining regular contact with OEWD staff and the SBDC director
- Developing individual service plans and scopes of work for clients
- Tracking and reporting on economic impact of the work being provided

See the list of activities on pages 7 and 8 of the RFQ.

****NOTE this section includes sub-areas (a. through g.), and the compensation cap is \$75/hr (\$100 for legal and accounting services)***

Minimum Qualifications

- 3 years verifiable experience in providing business consulting and training services to small business clients and a minimum of 5 small business clients consulted or trained

Preferred Qualifications

- None for this program area

Supplementary (program area-specific) Questions and Requirements?

- Yes! See page 8 of the RFQ



4 – Employment Training Panel (ETP) Technical Assistance and Management

OEWD is seeking consultants to assist the department with the **administration of existing and future California State Employment Training Panel (ETP) grants**. This contractor will serve as an intermediary between OEWD and the State Employment Training Panel, reporting on training and employment placements, facilitating reimbursements with the State, and applying for additional grants. See list of activities on pages 8-9 of the RFQ.

Minimum Qualifications

- 5 years verifiable experience providing similar services

Preferred Qualifications

- Specific workforce development related experience is highly desirable

Supplementary (program area-specific) Questions and Requirements?

- None for this area



Service Areas – OEWD Request for Qualifications #214

5 – Marketing, Branding, Collateral and Website Development

OEWD is seeking consultants to assist with **establishing consistent and effective messaging among our programs and initiatives**. The Scope of Work may include stakeholder engagement and analysis, marketing campaign strategy and development, graphic design, data visualization, event documentation, website design, collateral design, the development of a Departmental branding strategy, etc. See the list of activities on pages 9-10 of the RFQ.

****NOTE this section includes sub-areas (a. through p.)***

Minimum Qualifications

- 3 years verifiable experience providing similar services

Preferred Qualifications

- None for this area

Supplementary (program area-specific) Questions and Requirements?

- None for this area



Service Areas – OEWD Request for Qualifications #214

6 – Videography Services

OEWD is seeking **videography services** for City of San Francisco staff members, property and business owners, and other organizations on an as-needed basis. Contractors selected under this area would document City-funded programs, services and events.

Minimum Qualifications

- 5 years verifiable experience providing videography for events, real estate, non-profit, and/or commercial purposes.

Preferred Qualifications

- Experience working with small business owners
- Experience working in San Francisco neighborhoods and commercial corridors

Supplementary (program area-specific) Questions and Requirements?

- None for this area



Service Areas – OEWD Request for Qualifications #214

7 – Fiscal Services

OEWD is seeking consultants to assist OEWD directly, to work with individual grantees, or other system service providers which the department deems in need of assistance with **fiscal operations**. These services may be provided in person or by email, phone or through the use of online business tools. See list of activities on pages 11-12 of the RFQ.

- **Note:** Applicants should indicate the expected availability to deliver services (e.g. 10 hours per week, evenings and weekends only) in the response package.

Minimum Qualifications

- 3 years verifiable experience in providing similar services

Preferred Qualifications

- None for this area

Supplementary (program area-specific) Questions and Requirements?

- None for this area



8 – Grant Development Services

OEWD seeks consultants to assist with **grant development** and program sustainability planning with a focus on prospect research, program development, and proposal writing. See list of activities on page 12 of the RFQ.

Minimum Qualifications

- At least 5 years verifiable experience in providing similar services as those noted in the application area, with at least 3 projects completed within the past 10 years.
- At least 3 years verifiable experience in providing the services noted in the application area in one or more of OEWD's areas of focus, including neighborhood commercial corridors, small business assistance, industry focused business recruitment and retention, international business development, joint development projects, and workforce development.
- A proven track record of success in winning or assisting others to win competitive procurements or grants.

Preferred Qualifications

- Similar projects or contracts completed within the past 5 years.
- At least 3 years of experience working with state and federal grant solicitations.

Supplementary (program area-specific) Questions and Requirements?

- Yes! See pages 12-13 of the RFQ



Service Areas – OEWD Request for Qualifications #214

9 – Research and Evaluation of Workforce Development Programs

OEWD seeks consultant(s) to provide **research and evaluation services** for City of San Francisco staff members, property and business owners, Community Based Organizations, and other organizations on an as-needed basis. OEWD tracks the effectiveness of programming and tests, implements, and recommends new and emerging workforce development programs, tools, and policies for the San Francisco Workforce Development System. In pursuit of this mission, OEWD seeks skilled researchers and evaluators to explore topics related to workforce innovation and performance. See list of activities on pages 13-14 of the RFQ.

****NOTE this section includes sub-areas (a. through c.)***

Minimum Qualifications

- 5 years verifiable experience in providing similar services
- Project Lead has a Master's or Ph.D. in research and evaluation, public policy, public administration, economics, education, social welfare, or other applicable focus area

Preferred Qualifications

- Verifiable ability to manage research projects within time and financial constraints.
- Project Lead has a peer-reviewed publication demonstrating research and evaluation skills.

Supplementary (program area-specific) Questions and Requirements?

- None for this area



10 – Planning and Designing Workforce Services

OEWD seeks consultants to provide support in **planning and designing workforce services**, including advising on Customer-centered approaches to defining user segments, infrastructure for collection and analysis of real-time data from industry, educational partners, service providers, and the broader labor market; identifying and prioritizing opportunities to improve the public workforce system and designing, developing, deploying, and evaluating workforce tools. See full list of activities on pages 14-15 of the RFQ.

Minimum Qualifications

- 5 years verifiable experience in providing similar services

Preferred Qualifications

- Specific workforce development experience is highly desirable.

Supplementary (program area-specific) Questions and Requirements?

- None for this program area



11 – Developing and Implementing a Racial Equity, Diversity & Inclusion Plan

OEWD is seeking qualified consulting nonprofit and/or for profit firm(s) to: 1) **conduct an assessment** of department practices regarding racial equity, diversity and inclusion; 2) **develop a framework** that is built on the central pillars of racial equity, diversity and inclusion; 3) **provide training and meeting facilitation** on racial equity, diversity and inclusion, and create a plan for subsequent trainings; and 4) **develop a Racial Equity Plan** based on the framework and assist with implementing the plan across the department's units, programs, policies, and practices. See list of activities on pages 15-16 of the RFQ.

****NOTE this section includes sub-areas (a. through d.).***

Minimum Qualifications

- Expertise with racial equity, diversity and inclusion focused program design and facilitation, organizational development, human resource management, and research and evaluation services
- Familiarity with economic and workforce development principles and concepts

Preferred Qualifications

- Familiarity with the social, physical and economic infrastructure of San Francisco's low-income neighborhoods and communities of color.

Supplementary (program area-specific) Questions and Requirements?

- Yes! See page 16 of the RFQ

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12 – Community Outreach and Education Services

OEWD seeks consultants to assist with **community outreach and education services** to inform and gather input from residents regarding OEWD programs, services, and events. Please review the full list of activities on pages 16-17 of the RFQ.

Minimum Qualifications

- At least 3 years verifiable experience in providing similar services as those noted in the application area.
- At least 2 years verifiable experience in providing the services noted in the application area in one or more of OEWD's areas of focus, including neighborhood commercial corridors, small business assistance, industry focused business recruitment and retention, international business development, joint development projects, and workforce development.
- At least 1 year verifiable experience in providing similar services as those noted in the application area in the City and County of San Francisco

Preferred Qualifications

- At least 2 years verifiable experience providing the services noted in the application area to San Francisco's disadvantaged and underrepresented communities and community members.
- At least 1 year verifiable experience providing the services noted in the application area in multiple languages.

Supplementary (program area-specific) Questions and Requirements?

- Yes! See page 17 of the RFQ



Service Areas – OEWD Request for Qualifications #214

13 – Community Benefit District/Business Improvement District

OEWD is seeking **Community Benefit District/Business Improvement District (CBD/BID) program support services** for City of San Francisco staff members, property and business owners, and other organizations on an as-needed basis. CBDs/BIDs strive to improve the overall quality of life in targeted commercial districts and mixed-use neighborhoods through a partnership between the City and local communities. See the list of activities on page 18 of the RFQ.

Minimum Qualifications

- A strong track record of forming and/or managing CBDs/BIDs in San Francisco and/or the State of California
- Previous experience in strategic planning
- Previous experience in reporting the impact and effectiveness of CBDs/BIDs or citywide related programs

Preferred Qualifications

- Previous work in strategic planning for CBDs/BIDs
- Previous work in reporting the effectiveness of individual CBDs/BIDs and/or citywide related programs
- Registered Supplier with the City and County of San Francisco

Supplementary (program area-specific) Questions and Requirements?

- Yes! See page 18 of the RFQ



Service Areas – OEWD Request for Qualifications #214

14 – Architectural Services

OEWD is seeking services from architects to provide **design services and technical assistance** for City of San Francisco staff members, property and business owners, and other organizations on an as-needed basis. See the list of activities on pages 18-19 of the RFQ.

Minimum Qualifications

- 5 years verifiable experience providing architectural services to small business and/or building owners similar to the services noted in the application section(s) above
- Licensed architect with the State of California.
- Three commercial façade and/or tenant improvement projects completed in the past 5 years.
- Compliance with all necessary prevailing wage laws, if applicable based on the ultimate scope of work (see RFQ, page 19). This requires registration with the California Dept of Industrial Relations.

Preferred Qualifications

- Experience working with small business owners unfamiliar with the design process.

Supplementary (program area-specific) Questions and Requirements?

- None for this area.



Service Areas – OEWD Request for Qualifications #214

15 – Logo/Branding Design

OEWD is seeking services from branding designers to provide **design services and technical assistance** for City of San Francisco staff members, property and business owners, and other organizations on an as-needed basis. See the list of activities on pages 19-20 of the RFQ.

Minimum Qualifications

- 5 years of verifiable experience and three commercial space branding projects completed within the past five years.
- Experience designing signage.

Preferred Qualifications

- None for this area.

Supplementary (program area-specific) Questions and Requirements?

- None for this area.



Service Areas – OEWD Request for Qualifications #214

16 – Tenant Coordination/Program Management

OEWD is seeking a project manager to provide **direct real estate services** and manage a program that **coordinates and supports storefront activation services**. See the list of activities on pages 20-21 of the RFQ.

Minimum Qualifications

- Experience working with real estate, construction-related parties, including but not limited to architects, designers, landlords, brokers, contractors, small business tenants, and City permitting agencies, to fill a vacant storefront.
- Minimum 3 years in real estate experience working with small businesses.

Preferred Qualifications

Building Assessments

- Certified commercial property inspector with experience in California.

Real Estate Services

- California licensed real estate broker
- 5 or more years in real estate matching experience working with small businesses

Supplementary (program area-specific) Questions and Requirements?

- Yes! See page 21 of the RFQ.



Service Areas – OEWD Request for Qualifications #214

17 – Development Agreement Obligation Tracking System

OEWD seeks consultants to create a modern, user-friendly, automated, and elegant **digital solution to track project development and developer obligations** as stated in Development Agreements (DAs). DAs are legal agreements between the City and private entities approved by the Board of Supervisors that lay out numerous obligations on the part of the developer and the City. A list of minimum technical specifications for the system and a list of proposed activities to be covered under the contract are listed on pages 22-23 of the RFQ. The database will be developed in partnership with the San Francisco Planning Department.

Minimum Qualifications

- Demonstrated experience in providing similar services as those noted in the application area.
- Demonstrated experience in developing at least two similar obligation-tracking systems/databases, especially with Microsoft SharePoint and/or Access, that are elegant, easy to learn and use, and low cost for the tool's on-going maintenance.

Preferred Qualifications

- None for this area.

Supplementary (program area-specific) Questions and Requirements?

- None for this area.



City Contracting Requirements: Supplier Compliance

**For general questions regarding the Supplier
registration process, contact the User Support Desk
415-944-2442 sfcitypartnersupport@sfgov.org**



City Contracting Requirements: Supplier Compliance

Steps to Becoming a City Supplier

sfcitypartner.sfgov.org

A completed W-9 form (the W-9 Form can be found at [irs.gov](https://www.irs.gov).) Federal Tax Identification Number or Social Security Number; Official Name of Company, as listed on W-9

New to City Business?

If you are new to doing business with the City of San Francisco, you should start by registering in our system as a bidder. Our easy 5 step instructions are below. If you are already a supplier with a supplier i.d. number, go [here](#).

1

Gather Your Info

- A completed W-9 form (the W-9 Form can be found at [irs.gov](https://www.irs.gov).)
- Federal Tax Identification Number or Social Security Number
- Official Name of Company, as listed on W-9
- Business Type, Contact Name and Address

2

Register

- Go to the supplier portal. You will create a username for logging into our system while registering as bidder.
- After completing this step you will receive a Bidder ID and password to the portal.
- You can then log in using this password and your username.

3

Contact User Support

- After registering as a Bidder, contact User Support by email or by phone to let them know your intent to become a supplier and receive a Supplier ID.
- User Support will assign your ticket to Supplier Management.

4

Complete Compliance

- To become a Supplier, you must complete Business Tax Registration with the Treasurer and Tax Collector's Office (see link below).
- Suppliers must also submit a 12B Compliance Declaration.
- Bidders can submit the 12 Compliance Declaration by logging onto the Supplier Portal

5

Confirmation

- Once your business registration is processed and 12B Compliance Declaration is approved, the City will convert your profile from bidder to supplier and send you a Supplier ID number via email.
- Please allow 3 business days to receive a Supplier ID number.

City Contracting Requirements: Supplier Compliance

Please visit: <https://sfcitypartner.sfgov.org/pages/become-a-supplier.aspx>

First become a Registered Bidder...

The first step to begin working with the City is to [complete a short registration process](#) to become a "Registered Bidder". This will allow you to view and bid on Sourcing Events.

...then Become an Approved Supplier

After becoming a Registered Bidder, you can then advance your status to become an Approved Supplier, which allows you to be fully awarded City contracts. The steps to do this are as follows:

- 1 Complete a [San Francisco Business Tax Registration](#)
- 2 Complete a [12B Equal Benefits Declaration](#)

In addition to the hyperlinked directions above, you can click here to view step-by-step directions on [How to Become an Approved Supplier](#).

Additional Programs and Forms that may apply to you as you work with the City include the following:

OPTIONAL 14B LBE Certification
for Small Local Businesses

Requirements Based on Your
Annual Business with the City

Contract-Related Requirements

First Source Hiring Program



City Contracting Requirements

- **Business Tax Compliance**
- **Equal Benefits (12B) Compliance**
- **Local Business Enterprise (14B) Program**



City Contracting Requirements: Business Tax Compliance

Visit <https://sftreasurer.org/registration> to register or renew with the Treasurer and Tax Collector's Office. Select the **"City Bidder/Supplier (Vendor) Business Registration"** link to get started.

All San Francisco businesses must renew their business registration annually by May 31 of each year.

For additional support, call 3-1-1 or visit: https://sftreasurer.org/RG2019_instructions



City Contracting Requirements: Equal Benefits (12B) Compliance

**Equal Benefits compliance information and
assistance in completing the online 12B Declaration:**

**Equal Benefits Unit
415-581-2310
cmd.equalbenefits@sfgov.org**



City Contracting Requirements: Equal Benefits (12B) Compliance

1	Have your username and password ready. <i>Tip: If you do not have a username and password, contact the User Support Desk at Dtis.helpdesk@sfgov.org</i>
2	Have the verification of employee count and verification of equal benefits ready.
3	Go to the Supplier Portal at https://sfcitypartner.sfgov.org/
4	Click the Log In button.
5	Click on the Certifications menu on the right side of the screen.
6	Click on 12B Declaration .
7	On the search page that appears, ensure the SetID field is set to SHARE . For a new Declaration, click the Add A New Value tab.
8	<i>To locate a previous Declaration, click Find An Existing Value, enter the Declaration #, and click the Search button. Then skip to Step 12, below.</i>
9	Under Declaration Type , select Supplier if you have a Supplier ID. If you do not have a Supplier ID, select Bidder . (Bidder numbers start with “B”)
10	If the Supplier or Bidder ID does not automatically appear, enter your Supplier or Bidder ID. <i>Tip: Use your Supplier ID if you have one. If you do not have a Supplier ID, enter your Bidder ID.</i>
11	Click the Add button.
12	Follow the prompts to complete the 12B Declaration. IMPORTANT: Failure to attach the required supporting documentation will prevent compliance.
13	At the end of the Declaration, click the following buttons in this order: Save , then Print , then Submit or Cancel . <i>Tip: Note the Declaration Number at the top of the page in case you need to contact the Equal Benefits Unit.</i>



City Contracting Requirements: Local Business Enterprise (14B) Compliance

Chapter 14B of the San Francisco Administrative Code requires that City funds are prioritized for contracts with local (San Francisco-based) businesses.

In order to maximize opportunities for local firms, OEWD may ask that you provide **additional proposals** (bids) in order to contract with you. As part of that request, you may be required to set aside a portion of your project's scope and budget for a local San Francisco-based firm.

If you are an LBE firm already, you will receive a rating bonus/bid discount at this stage of the selection process. Additional requirements will be disclosed after the pre-qualified pool is determined.

For further information about Chapter 14B, please visit:

<https://sfgov.org/cmd/14b-local-business-enterprise-ordinance>

RFQ 214 Timeline & Web Resources

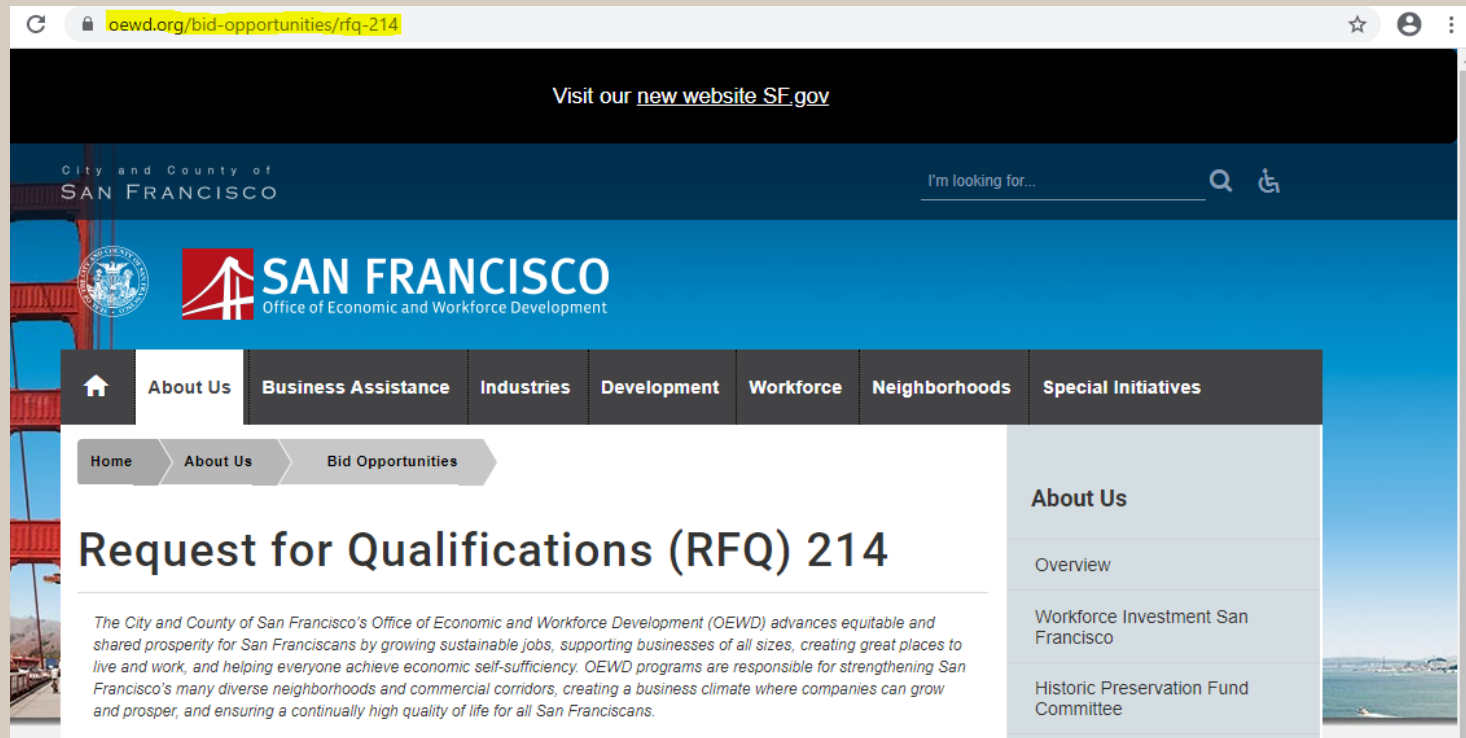
- **February 26:** RFQ published on OEWD website
- **March 10:** Bidders Conference
- **March 12:** Deadline for written questions (5pm)
- **March 13:** Q & A Final Posting (RFQ 214 website)
- **March 26:** Response Packages due (5 pm)



RFP 213 Timeline & Web Resources

Please check the RFQ #214 website for updates, including the posting of today's materials. Updates are posted under the "Updates" section at:

<http://oewd.org/bid-opportunities/rfq-214>



Questions & Answers

1. We will take questions at this time.

Please use the chat feature to ask questions, and state your **name and organization** before you begin your question. All questions and responses are being documented, and a Q&A log will reflect questions asked and answered at this conference as well as all questions asked by the deadline of March 12 at 5 pm. The Q&A log will be posted to the RFQ 214 website by this Friday March 13, end of business.

2. Additional questions may be asked via email by the deadline to owd.procurement@sfgov.org

- Please put “RFQ #214” and area(s) of interest in the Subject Line
- Questions may be submitted up until **Thursday, March 12, 5 pm**
- Questions and answers will be posted on OEWD website on Friday, March 13:

<http://owd.org/bid-opportunities/rfq-214>

Updates will be posted ongoing



Thank you!

- **Visit the Bid Opportunities page** on our website (oewd.org/bid-opportunities) to review and apply for current funding opportunities. The direct link to the RFQ 214 page is:

oewd.org/bid-opportunities/rfq-214

- **Subscribe to the “OEWD General Interest” email list** to make sure you are notified of all active funding opportunities. You may subscribe here:

oewd.org/email

- **Connect with OEWD** if you have any suggestions or questions related to our current procurement or programs:

oewd.procurement@sfgov.org or (415) 701-4848

