

Date Question Submitted	Name	Organization	Question	Program Question or Administrative Question?	Response
1/15 at 2:54A	Jorge Romero Lozano	PM Workshops	Just to clarify, would the following proposed page count be acceptable to the OEWD? Page 1: Cover sheet Pages 2 - 4: Approach Page 5: Budget Page 6: Timeline Page 7: Reference sheet	Administrative	The page limits noted in the RFP are related to the narrative approach that your firm will take in providing these services. If you are proposing to respond to the first sub-area (Primary Research into the State of San Francisco Business and COVID Economic Impact), you are correct -- the narrative approach for that section is 3 pages. If proposing to provide services under both sub-sections, the limit is 8 pages for the narrative approach.
1/18 at 4:41P	Marian Negoita	Social Policy Research Associates, Inc	What will the resultant agreement type be? Will it be a grant, cooperative agreement, or professional services agreement? Are there any restrictions on the use of funds?	Administrative	The resulting agreement will be a professional services agreement. As this funding award may be contingent on the receipt of a federal grant, any additional fund source-specific restrictions will be disclosed during the negotiation period. Applicants should submit budget requests that contemplate all reasonable and necessary costs associated with the delivery of services being solicited through the RFP.
1/18 at 4:41P	Marian Negoita	Social Policy Research Associates, Inc	Please provide the Appendix exhibit that will identify the terms of the Grant that will be incorporated into Form P-600.	Administrative	An example of this exhibit will be published on the RFP 221 website by end of day on Tuesday, January 25. A revised appendix may be issued during the negotiation period.
1/19 at 5:41P	Alison Nemirow	AECom	Is there a Local Business Enterprise (LBE) requirement or preference for this contract?	Administrative	No, as this contract includes federal funding that prohibits the use of local preference programs, an LBE requirement will not apply.
1/19 at 5:41P	Alison Nemirow	AECom	Is there a page limit for the overall proposal package (including budget, timeline, references, resumes, etc.)?	Administrative	The page limits noted in the RFP are related to the narrative approach that your firm will take in providing these services. If you are proposing to respond to the first sub-area, the narrative approach for that section is 3 pages. If proposing under the second sub-area, the narrative approach for that section is 5 pages. If proposing to provide services under both sub-sections, the limit is 8 pages for the narrative approach.
1/19 at 7:12A	Sulin Carling	HR&A Advisors	Can you confirm the proposal length limit? The RFP specifies 3 pages on p9, 5 pages on p12, and 8 on p18 (the latter if you are responding to both scopes).	Administrative	The page limits noted in the RFP are related to the narrative approach that your firm will take in providing these services. If you are proposing to respond to the first sub-area, the narrative approach for that section is 3 pages. If proposing under the second sub-area, the narrative approach for that section is 5 pages. If proposing to provide services under both sub-sections, the limit is 8 pages for the narrative approach.
1/19 at 7:12A	Sulin Carling	HR&A Advisors	Can you confirm that the budget, timeline, and reference sheet do not count towards the page limit? Is the consultant permitted to provide resumes and information on relevant previous projects as an appendix?	Administrative	Correct, the budget, timeline and reference sheet do not count towards the page limit. The consultant is welcome to provide supplementary information to support the proposal submission, however, OEWD encourages brevity in any descriptions of past projects and will not award additional points for items not requested as part of the proposal submission.
1/15 at 2:54A	Jorge Romero Lozano	PM Workshops	RFP #221, page 8, "Proposed Activities" section, bullet point 1, sub-bullet point 4: the text reads "Changes to hiring requirements and strategies with regards to residence of employees." I am wondering how employers would institute hiring requirements regarding employee residency. If I read it as is, it would seem that such a move would not be legal; tying employment to where an employee lives. Can you please expand a bit on this statement?	Program	Pre-COVID, employers generally required employees to report to the office on a daily or otherwise regular basis, and recruiting and hiring strategies were often specific to the local area surrounding a place of business and/or re-locating employees to the geography in which the business was located. In this study, OEWD is interested in understanding the extent to which those reporting requirements and hiring strategies will change going forward.

Request for Proposals #221 Question and Answer Log

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1/18 at 3:36P	Jon Canapary	Corey, Canapary & Galanis Research	Will OEWD will be able to provide contact information for businesses? Possibly through City records or other internal sources.	Program	A preferred qualification for the first sub area (Primary Research into the State of San Francisco Businesses and COVID Economic Impact) is to have previous experience in surveying efforts of San Francisco-based businesses. Businesses that can show expertise in doing this independently will score higher. OEWD will work with any chosen firm to ensure a broad reach and quality response from key downtown businesses.
1/19 at 2:44P	Mary Corley	Rosen Consulting	Please advise: Do you expect or prefer the team you chose for project #221 to have specialized transit/transportation knowledge for either or both subsections A and B?	Program	No, specialized transit/transportation knowledge is not required for this procurement.
1/19 at 3:52P	Mary Corley	Rosen Consulting	Should the proposal address demand for tourism-related industries, including lodging?	Program	Tourism-related industries, including lodging, are a key industry in San Francisco's civic core and would be included as one of the industries to assess in this economic impact study.
1/19 at 5:41P	Alison Nemirow	AECom	Under Subsection B, the description of proposed activities includes: "Work with OEWD and a surveying firm to design a series of surveys..." Does OEWD anticipate that the surveying firm will be selected separately under Subsection A of the RFP?	Program	Respondents to this solicitation may propose to address both subsections (individually or as a joint response with another firm) or may respond to only one of the subsections. In the event an award is made to a firm who only responded to one subsection, or who responded to both subsections but was found to be competitive for only one subsection, OEWD may select a firm to fulfill the entire scope of work being solicited through the responses to the other subsection. OEWD will give additional consideration to proposals that have assembled a team or partnership that can address both subsections.
1/19 at 5:41P	Alison Nemirow	AECom	What data sources does the City intend to make available to the selected firms for this analysis?	Program	OEWD expects most of the data that will be required to conduct this analysis to be publicly available, but will make City data sources available as appropriate.
1/19 at 7:12A	Sulin Carling	HR&A Advisors	Is there a preference for consultants or consultant teams that propose to complete the scopes of work for both Subsections A and B?	Program	OEWD encourages collaboration and believes that partnerships that are developed organically are often more productive and efficient in identifying and leveraging respective skill sets. For this reason, OEWD will give additional consideration to proposals that have assembled a team or partnership that can address both subsections. However, all responses will be scored according to their approach to the scope described in the relevant subsection and OEWD will award for each subsection according to its overall score as it compares to other responses to that subsection. For responses that are competitive in one subsection, but not another, OEWD reserves the right to award a partial contract.

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Date Question Submitted	Name	Organization	Question	Program Question or Administrative Question?	Response
1/19 at 9:31A	David Jung	KPMG LLC	Will the City provide a list of employers and contacts of which we can use to collect survey responses?	Program	A preferred qualification for the first sub area (Primary Research into the State of San Francisco Businesses and COVID Economic Impact) is to have previous experience in surveying efforts of San Francisco-based businesses. Businesses that can show expertise in doing this independently will score higher. OEWD will work with any chosen firm to ensure a broad reach and quality response from key downtown businesses.
1/19 at 9:31A	David Jung	KPMG LLC	What is the optimal survey response rate the OEWD is satisfied with? Is there a target sample size?	Program	Optimally, OEWD would expect a survey response rate of 20% or higher. OEWD expects respondents to describe their approach to the surveying effort including how they plan to establish a representative sample size in their response.