



# Welcome to Request for Proposals #122: Building Back Stronger Bidders Conference

HOSTED BY: THE OFFICE OF ECONOMIC & WORKFORCE  
DEVELOPMENT

# Housekeeping



## ▶ Recording

- ▶ Audio, video, and chat will be monitored and recorded

## ▶ Audio and Video

- ▶ We respect all participants in this convening today and want to create a safe space for all. By default, all participants will be muted, and video is disabled. Video will be on for speakers only.
- ▶ Language interpreters are available in both Spanish and Chinese.
- ▶ This meeting is also being close captioned.

# Questions & Answers

We will be collecting questions throughout the event and will answer as many questions as possible.

Please submit your questions through this online form: <https://oewdprocurement.tfaforms.net/f/RFP122questions>

We will post the answers to all questions on the RFP 122 website ([www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)) by COB Friday, February 26.

If you are unable to submit through the online form, please use the raise hand function to request to be unmuted, please specify which program area your question should be directed to.



February 23, 2021

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# Bidders Conference Request for Proposals #122

Workforce Development Grants and  
Funds to Support the Black Community

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RFP Issued: Tues, February 9, 2021

Proposals Due: Wed, March 31, 2021 by 5:00 P.M.

San Francisco Office of Economic and Workforce Development  
[www.oewd.org/bid-opportunities-RFP-122](http://www.oewd.org/bid-opportunities-RFP-122)

# BIDDERS CONFERENCE AGENDA

- **Welcome & Overview**
- **Program Area Details**
- **RFP Timeline and Application Process**
- **Q&A**
- **City Supplier Requirements**



# OEWD OVERVIEW



**Anne Taupier**  
Acting Director

## OFFICE OF ECONOMIC & WORKFORCE DEVELOPMENT (OEWD)

OEWD advances equitable and shared prosperity for San Franciscans by:

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

In October 2020, the City's Economic Recovery Task Force proposed policies and programs to create a more inclusive and equitable economy as we rebuild from the pandemic, including key workforce development recommendations.

# OEWD WORKFORCE DIVISION

**Our Workforce Division** funds a range of services which prepare and train San Franciscans for career pathways and 21st century jobs.

**We connect** employers with local job seekers and the community-based organizations that support them.

**We partner** with businesses, labor unions, service providers and government agencies to identify employment and training opportunities for underrepresented and disadvantaged job seekers by investing local, state, and federal funding.




*Mayor London Breed greets job seekers at OEWD's October 2019 Visitacion Valley Job Fair*

# WORKFORCE REQUEST FOR PROPOSALS “BUILDING BACK STRONGER”

## \$28.1 Million Total

- 7 distinct program areas
- 46 different strategies to support San Francisco’s equitable economic recovery
- Principles of Employment Equity to address lingering disparities
- \$6 million Black Community Investment Fund

City and County of San Francisco



Request for Proposals (RFP) #122  
“Building Back Stronger”:  
Workforce Services Grants  
And Funding to Support the Black Community

Issued by:	Office of Economic and Workforce Development (OEWD)
Date issued:	Tuesday, February 9, 2021
Proposals due:	Friday, March 31, 2021 by 5:00 P.M. Only Online Submissions will be accepted in accordance with public health and accessibility guidelines.
Questions about this RFP?	Submit questions online at: <a href="https://oewdprocurement.tfaforms.net//RFP122questions">https://oewdprocurement.tfaforms.net//RFP122questions</a> -or- Email: <a href="mailto:oewd.procurement@sfgov.org">oewd.procurement@sfgov.org</a>

OEWD will host an optional **Bidders Conference** to assist applicants in determining the eligibility of proposed projects, completing the proposal package, and navigating City requirements on:

**DATE & TIME:** Tuesday, February 23, 2021, 3:30 P.M. - 6:00 P.M.  
Please register for the Bidders Conference using the following Zoom meeting Link:  
[RFP 122 Bidders Conference – February 23, 2021](#)

This event will be conducted remotely, in accordance with public health and accessibility guidelines. The event will include captioning. If you need language translation services to participate in this event, please email [oewd.procurement@sfgov.org](mailto:oewd.procurement@sfgov.org) three (3) days prior to the event. All presentation materials will be posted to the OEWD website following the event at:  
[www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)

Need the RFP or application materials in alternative formats for persons with disabilities? Please email [oewd.procurement@sfgov.org](mailto:oewd.procurement@sfgov.org) or call TDD/ TTY 800-735-2929 / 711 (CRS).



Dr. Espanola Jackson

<https://oewd.org/bid-opportunities/RFP-122>



# SUMMARY OF RFP FRAMEWORK

## CITYWIDE JOB CENTERS

*neighborhood & specialized*



### ADULT PROGRAMS

- Job search assistance
- 1:1 support
- Soft skills
- Supportive services

## PREPARING TOMORROW'S WORKFORCE

*to compete in San Francisco's job market*



### YOUTH/YOUNG ADULT PROGRAMS

- Career search
- Job preparation
- Subsidized employment opportunities



## SKILLS TRAINING & EMPLOYMENT ASSISTANCE

*industry-recognized, in strong sectors*



### SECTOR TRAINING

- Construction
- Healthcare
- Hospitality
- Technology

## CONNECTING LOCAL TALENT

*with local employers*



### BUSINESS SERVICES

- Hiring events
- Layoff assistance
- Job Promotion

# SUMMARY OF RFP FRAMEWORK

## CREATIVE SOLUTIONS

*to address critical system needs*



### PILOT PROGRAMS

- Equity
- Economic recovery

## SUPPORTING THE SYSTEM

*through efficiency & sustainability*



### WORKFORCE SYSTEM ENHANCEMENTS

- Data management
- Evaluation
- Workforce system coordination



## PROMOTING ECONOMIC JUSTICE

*by addressing systemic inequities*



### FUNDS TO SUPPORT THE BLACK COMMUNITY

- Educational Pathways
- Health Services
- Industries of Opportunity
- Community Research Institute
- Workforce Programming for the Arts
  - \* Community Arts
  - \* Business Practices to Support Artists

# PRINCIPLES OF EMPLOYMENT EQUITY

OEWD RFP 122

## Principles of Employment Equity

Employment Equity ensures that OEWD's programs and services do not disadvantage or limit access, training, or employment opportunities based on race, ethnicity, gender identity, housing status, age, disability, sexual orientation, immigration status, country of origin, language, or justice system involvement.

We acknowledge the intersectionality of each of these characteristics, particularly race and the continuing legacy of anti-Black racism, which disproportionately affects access and opportunity for each of these groups.

OEWD is committed to addressing our responsibility to advance workforce equity through our programs and services by changing the beliefs, policies, institutions, and systems that have limited employment and career success for too many San Franciscans.

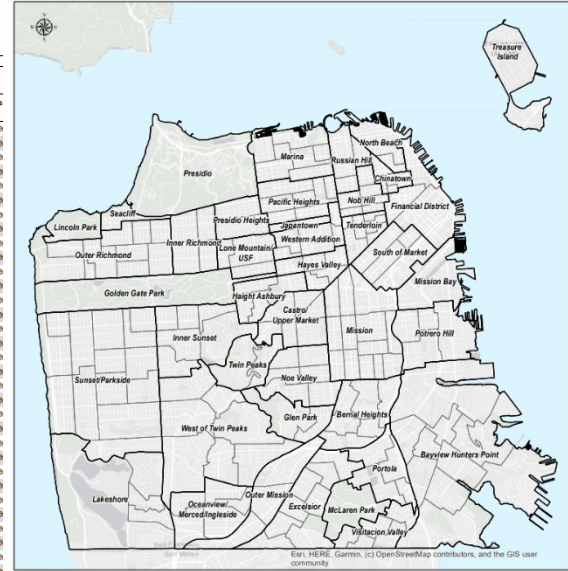
Every resident of San Francisco deserves the opportunity to achieve employment and economic success. Our goal is to help develop a skilled and equipped workforce that reflects the diversity and assets of all of the City's residents.

Our Principles of Employment Equity seek to eliminate disparities based on the following factors:

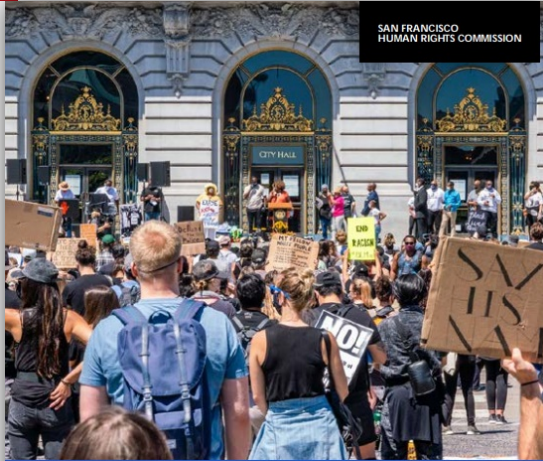
Factor	Context	Principle
Race	Black/African American, Latinx, Native, and sub-populations of Asian American and Pacific Islander residents face high unemployment, high underemployment, limited barriers to advancement, limited exposure to social and financial capital, low representation among post-secondary credentials and high wage occupations and industries.	Employment Equity requires that race must not be a pre-determinant of employment opportunities or economic success.
Gender	Women make up 47% of San Francisco's workforce, yet earn 81% of men's salaries. They are over-represented in the healthcare, education, and social service sectors and under-represented in law enforcement, computer and in construction and transportation. Over 5 times as many women as men work in jobs with poverty-level wages.	Employment Equity requires targeted recruitment strategies and investment in the training and placement of women in underrepresented occupations that are higher-paying to address occupational segregation and the gender wage gap.

Neighborhood Profiles - Employment by Race & Ethnicity (2019 ACS 5-Year Estimates)

Neighborhood	African American/Black		American Indian/Alaskan Native		Asian					
	Labor Force	Unemp. Rate	Labor Force	Unemp. Rate	Labor Force	Unemp. Rate				
Bayview Hunters Point	19,951	7.1%	4,126	9.7%	32	0%	8,168	6.6%		
Bernal Heights	15,677	3.1%	518	14.7%	126	0%	2,774	3.5%		
Castro/Upper Market	16,482	3.5%	461	0%	17	47.1%	2,519	2.0%		
Chinatown	7,370	7.0%	8	0%	40	0%	5,558	8.4%		
Excelsior	22,114	4.0%	563	4.8%	100	0%	11,646	5.0%		
Financial District	15,347	4.1%	333	3.6%	0	-	6,727	4.4%		
Glen Park	5,040	4.0%	197	2.0%	26	0%	885	2.7%		
Golden Gate Park	59	0%	0	-	0	-	5	0%		
Haight Ashbury	14,506	2.8%	503	4.8%	1	0%	1,626	1.4%		
Hayes Valley	15,110	2.4%	544	0.6%	40	17.5%	2,337	0.9%		
Inner Richmond	14,732	4.2%	282	0%	0	-	4,792	5.7%		
Inner Sunset	18,833	3.4%	462	0%	44	100%	6,176	2.7%		
Japantown	7,037	3.6%	13	0%	0	-	484	2.3%		
Lakeshore	9,038	13.3%	732	16.5%	44	0%	2,348	12.6%		
Lincoln Park	65	0%	0	-	0	-	39	0%		
Lone Mountain/USF	11,006	7.0%	440	22.7%	22	0%	2,184	9.4%		
Marina	18,974	2.6%	157	0%	50	0%	2,077	2.8%		
McLaren Park	145	13.8%	28	0%	0	-	75	0%		
Mission	40,693	3.8%	1,449	9.9%	251	10.8%	6,409	3.0%		
Mission Bay	8,925	1.8%	205	2.4%	24	0%	3,867	0.8%		
Nob Hill	18,793	5.1%	829	9.0%	96	0%	4,991	5.1%		
Nose Valley	15,688	3.9%	335	9.6%	49	22.4%	2,516	1.6%		
North Beach	7,555	3.3%	235	0%	8	0%	2,532	5.7%		
Palmer/Market/Ogden	15,729	6.4%	1,223	7.2%	35	0%	9,337	5.5%		
Portugal	15,192	5.1%	232	6.9%	19	0%	8,020	5.7%		
Outer Richmond	27,510	3.6%	618	9.2%	11	0%	10,722	3.2%		
Offic Heights	16,305	3.6%	265	3.4%	18	0%	3,030	2.3%		
Potrillo	9,178	4.8%	397	11.3%	53	28.3%	5,247	5.5%		
Proero Hill	10,082	2.5%	311	13.2%	35	0%	2,444	1.8%		
Sancti	2,874	2.0%	66	0%	0	-	234	0%		
Sancti Heights	6,647	4.7%	73	23.3%	0	-	1,225	2.4%		
Sancti Hill	12,989	1.8%	198	0%	30	0%	3,070	2.9%		
Sancti	1,142	3.6%	0	-	0	-	257	8.2%		
Sancti	44	0%	0	-	8	0%	39	0%	802	2.5%
Sancti	2,812	137	5.1%	861	5.0%	1,073	4.3%	5,114	2.9%	
Sancti	5.9%	423	0%	1,847	1.8%	2,247	11.8%	16,552	3.0%	
Sancti	5.3%	67	10.4%	2,465	4.4%	962	4.4%	5,540	8.2%	
Sancti	9.6%	79	0%	206	11.7%	107	17.8%	617	10.7%	
Sancti	0.2%	12	0%	182	0.5%	160	0%	2,914	1.7%	
Sancti	4.1%	196	13.3%	1,668	1.5%	363	15.2%	606	14.0%	
Sancti	0.6%	31	0%	959	1.6%	675	6.8%	10,915	3.0%	
Sancti	0.9%	13	0%	615	0%	732	0%	5,910	2.8%	
Totals	4.9%	1,977	7.4%	39,545	4.7%	25,168	5.0%	247,099	8.3%	



# BLACK COMMUNITY INVESTMENT FUND



## Investment of Funds to Support the Black Community in San Francisco

Community Engagement/Input  
Status Update  
August 2020

WORKING DRAFT  
Prepared By  
Sheryl E. Davis  
Executive Director  
San Francisco Human Rights Commission



Mayor London Breed attends a graduation at the Chase Center Training class, a city workforce development program. The Office of Economic and Workforce Development has \$21 million in additional funds this year intended to target inequities in the Black community including the high unemployment rate. (Kevin N. Hume/S.F. Examiner)

## 'Defund the police' money could address longstanding high Black unemployment rate

JOSHUA SABATINI / Sep. 14, 2020 5:50 p.m. / NEWS / THE CITY



Even as San Francisco celebrated low unemployment during the tech-fueled boom years, there was a glaring disparity among Black residents. In 2018, the unemployment rate for Black residents was nearly three times the citywide average and the highest for any race.



# RFP GOALS & OBJECTIVES

- Address inequities in our workforce system
- Support economic recovery efforts
- Broaden community access to Workforce Services
- Refine and strengthen sector training programs
- Explore pilot initiatives to expand occupational sector training, address inequities and economic recovery
- Reverse employment disparities that impact all San Franciscans

**SHAPE OUR WORKFORCE PROGRAMS**

Virtual Community Listening Sessions Hosted by OEWD

**BE PART OF THE SOLUTION**

Your perspective is critical. We want your input on how the City can support jobseekers and provide **jobs, training, and career opportunities for all.**

Upcoming Listening Sessions:  
**November 10** at 12:30 PM  
**November 18** at 4:30 PM

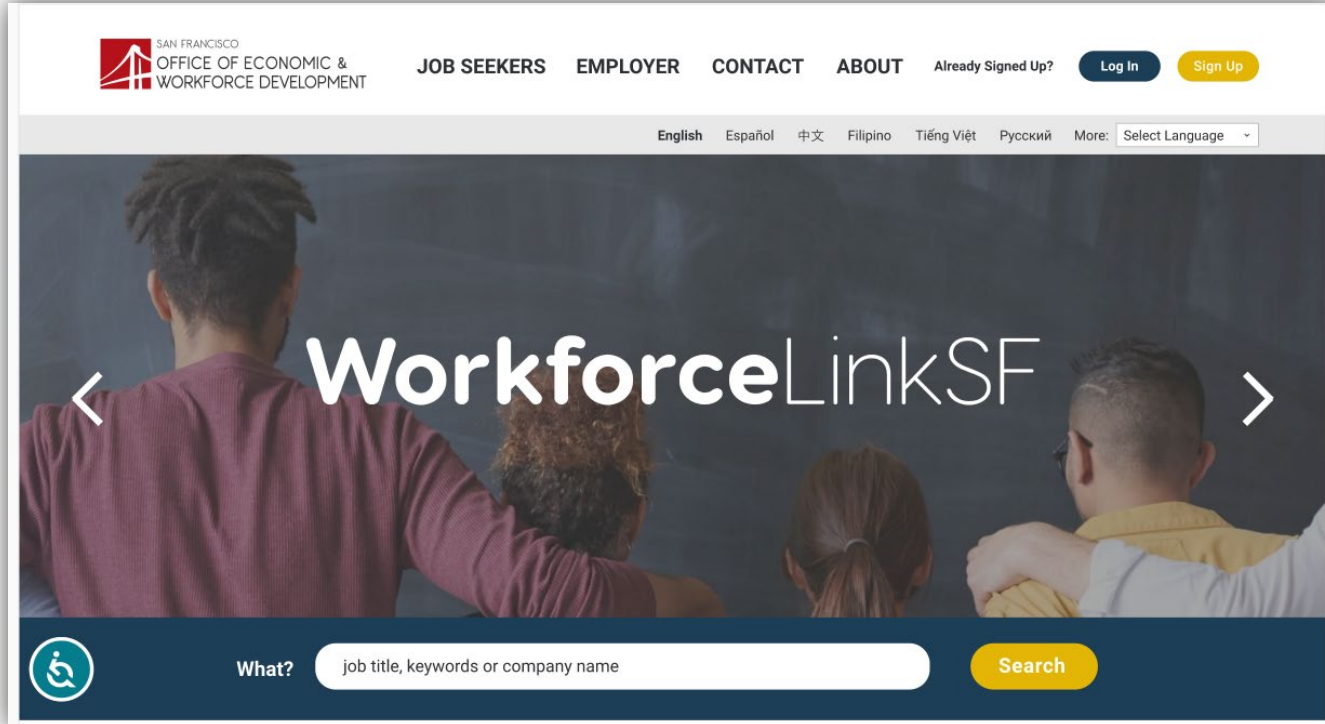
SAN FRANCISCO OFFICE OF ECONOMIC & WORKFORCE DEVELOPMENT

# WHAT'S NEW

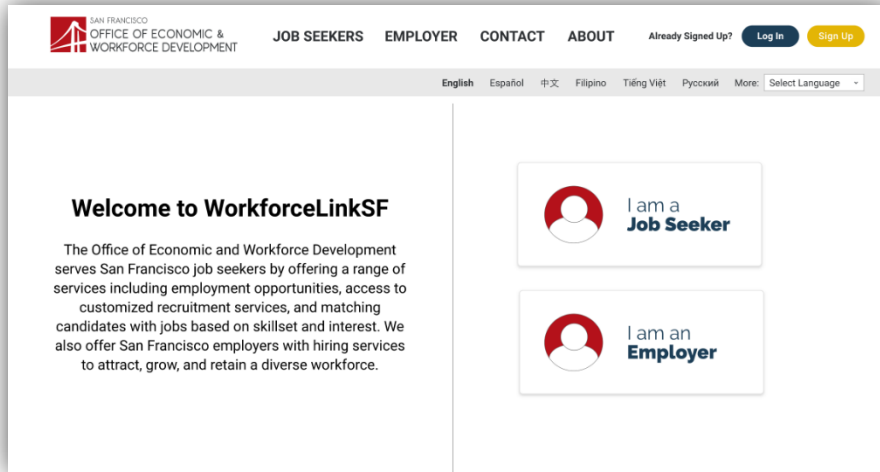
- Multiyear Contracts
- Changes in Training Strategies to Address Immediate and Future Needs
- Equity and Economic Recovery Pilots
- Funds to Support the Black Community
- Launch of Community Panelist Pilot



# WHAT'S NEW - WORKFORCELINKSF



# WHAT'S NEW - WORKFORCELINKSF



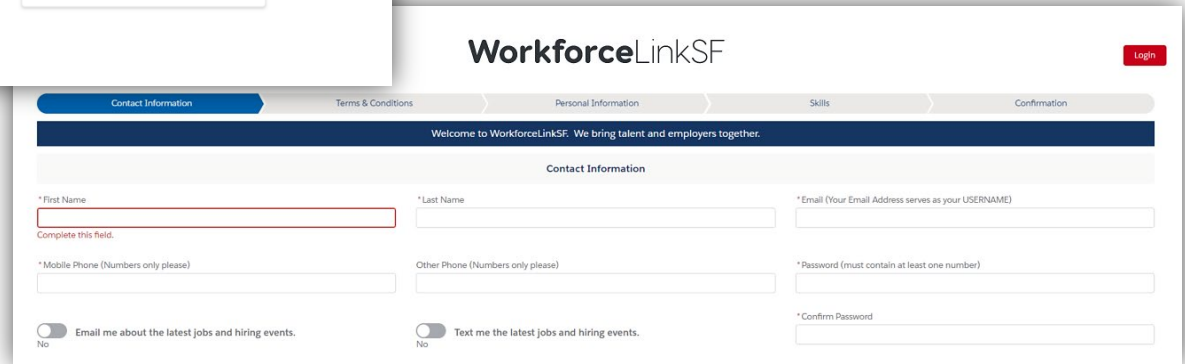
The screenshot shows the homepage of the WorkforceLinkSF website. At the top left is the logo for the San Francisco Office of Economic & Workforce Development. The navigation menu includes links for 'JOB SEEKERS', 'EMPLOYER', 'CONTACT', and 'ABOUT'. There are also buttons for 'Log In' and 'Sign Up'. A language selection dropdown is visible, showing options for English, Español, 中文, Filipino, Tiếng Việt, and Русский. The main content area features a 'Welcome to WorkforceLinkSF' heading and a paragraph describing the office's services. Two large buttons are present: 'I am a Job Seeker' and 'I am an Employer', each with a person icon.

**WELCOME TO WORKFORCELINKSF**

The Office of Economic and Workforce Development serves San Francisco job seekers by offering a range of services including employment opportunities, access to customized recruitment services, and matching candidates with jobs based on skillset and interest. We also offer San Francisco employers with hiring services to attract, grow, and retain a diverse workforce.

**I am a Job Seeker**

**I am an Employer**



The screenshot shows the registration form on the WorkforceLinkSF website. The form is titled 'Contact Information' and is part of a multi-step process. The first step is 'Contact Information', followed by 'Terms & Conditions', 'Personal Information', 'Skills', and 'Confirmation'. The form includes a welcome message: 'Welcome to WorkforceLinkSF. We bring talent and employers together.' The registration fields are as follows:

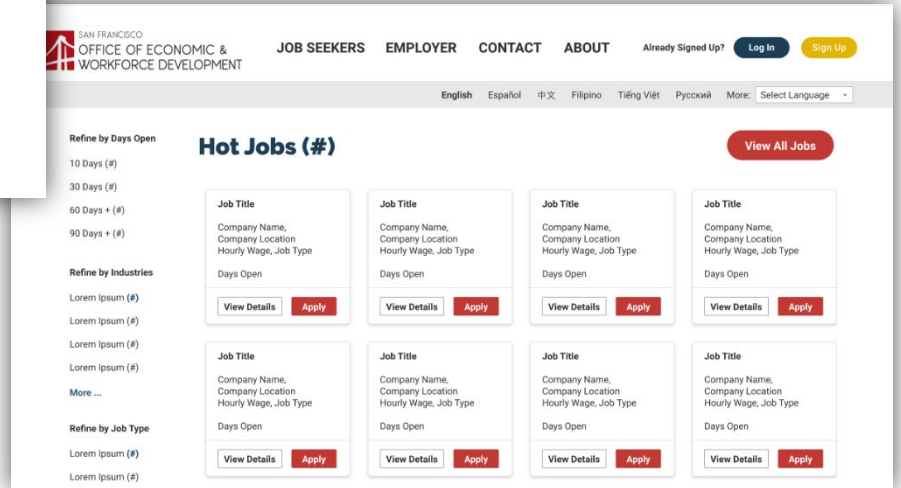
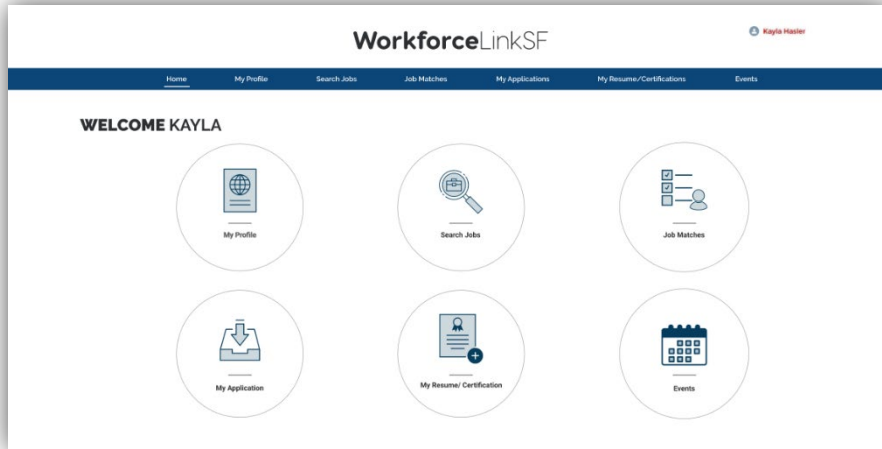
- \* First Name:
- \* Last Name:
- \* Email (Your Email Address serves as your USERNAME):
- \* Mobile Phone (Numbers only please):
- Other Phone (Numbers only please):
- \* Password (must contain at least one number):
- \* Confirm Password:

There are two toggle switches at the bottom of the form:

- Email me about the latest jobs and hiring events.
- Text me the latest jobs and hiring events.



# WHAT'S NEW - WORKFORCELINKSF



# RFP TIMELINE

Proposal Phase	Date
RFP is issued by the City	Tuesday, February 9, 2021
Online application available	Monday, February 22, 2021 by end of day
Bidders Conference	Tuesday, February 23, 2021 3:30 P.M. – 6:00 P.M.
Deadline for submission of written questions	Wednesday, March 17, 2021 at 5:00 P.M.
Answers to questions posted online	1 <sup>st</sup> posting: Friday, February 26, 2021 by end of day Final posting: Monday, March 22, 2021 by end of day
Proposals due	<b>Wednesday, March 31, 2021 by 5:00 P.M.</b>
Committee Review	April 2021
Grantee Selection and initial award notification	Anticipated May 5, 2021
Protest period ends	5 business days after award notification
Board Review and Approval	May – June 2021
Scope and Budget negotiations begin	June – July 2021
Projects begin	Some projects anticipated to start July 2021. Remaining projects to begin October 2021 or later.

# QUESTIONS?

- Please submit your questions through the online form; link is in the chat.
- Our team will answer as many questions as possible live; all questions will be logged, answered, and posted to the RFP 122 website by end of day on **Friday, February 26.**
- You may still submit questions until **Wednesday, March 17** through the Q&A link, which can also be found on the RFP 122 website:

[www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)

# Program Area A

## Adult Workforce Services

San Francisco's Adult Workforce portfolio is comprised of three types of Job Centers:

- **Comprehensive Job Center (CJC)**, the central hub and entry-point to the San Francisco workforce system.
- **Neighborhood Job Centers (NJC) Centers**, are Citywide and located in geographic areas that suffer from higher unemployment rates.
- **Specialized Job Center (SJC)**, serve specific target populations with customized career services that respond to participants' unique set of needs.

**Details on the Adult Workforce Services programs begin on Page 23 of the RFP**

# Program Area A Adult Workforce Services

## Program Area A1: Comprehensive Job Center (CJC) (pg.31)

Maximum Budget Request: \$1,000,000

Anticipated # of Awards: 1

### Highlights:

- Provide Individual Training Accounts, On the Job Training opportunities and direct job readiness and employment services.
- Central entry-point for light-touch outreach, orientation, intake and referral to the greater workforce system and WIOA Core Partners.
- As a federally-funded America's Job Center of California, will meet requirements including Hallmarks of Excellence and others required certifications under WIOA.

# Program Area A Adult Workforce Services

## Program Area A2: Neighborhood Job Centers (NJC) (pg. 43)

Maximum Budget Request: \$1,000,000

Anticipated # of Awards: 7-12

### Highlights:

- Expand our Neighborhood Job Centers to strengthen outreach and meet the workforce needs of residents Citywide.
- Leverage neighborhood community partners' spaces to provide satellite office hours in other districts.
- Develop and offer a range of workforce services both virtually and/or in-person to meet the needs of the local job seekers.

# Program Area A

## Adult Workforce Services

### Program Area A3: Specialized Job Centers (SJC) (pg.49)

	Maximum Budget Request:	Anticipated # of Awards:
A3.1: Reentry Services	\$300,000	1-2
A3.2: Veterans Services	\$250,000	1
A3.3: Disability Services	\$125,000	1-2
A3.4: Other Services	\$150,000	2-5
A4: Disability Coordinator	\$300,000	1

### Highlights:

- Expand SJCs to include additional priority populations (e.g., LGBTQ+ community).
- Re-entry - in-custody and post-release workforce services.
- **Disability Coordinator** to synchronize Disability portfolio services and oversight of Ticket to Work programming, collaboration with Department of Rehabilitation, and education to workforce and employer partners.

## Program Area B

# Young Adult Workforce Services

San Francisco's youth workforce services are comprised of three program areas:

- The **Young Adult Job Centers (YJC)** provide a mix of employment and educational services to aid a successful transition into an educational or employment pathway.
- The **Young Adult Subsidized Employment (YASE) program** provides paid work experience to bridge young adults to high demand and targeted industries.
- Our **Reconnecting All through Multiple Pathways (RAMP)** program will provide our most disconnected youth with classroom training and hands-on work experience.

**Details on Young Adult Workforce Services programs begin on Page 67 of the RFP**



# Program Area B

## Young Adult Workforce Services

### Program Area B1: Young Adult Job Center (pg. 76)

	Maximum Budget Request:	Anticipated # of Awards:
Young Adult Job Center	\$300,000	5-8

#### Highlights:

- Expand our YAJCs to serve additional TAY and to integrate work-based learning opportunities as milestones of success.
- Proposals customized to special populations including immigrants, homeless/formerly, at-risk as well as justice involved young adults.
- System entry-points with readily available access to drop-in employment and support services both onsite and virtually.

# Program Area B

## Young Adult Workforce Services

### Program Area B2: RAMP (pg. 82)

	Maximum Budget Request:	Anticipated # of Awards:
RAMP	\$400,000	1

### Highlights:

- Multi-prong program model including job readiness training, paid work experience with stipends or wages, onsite access to GED/HS diploma, etc.
- Targeted and expanded outreach to disengaged youth by fostering multiple partnerships with community and City departments.
- Provide intensive Job Readiness Training (JRT) that incorporates workplace skills, employment portfolio development and financial literacy.

# Program Area B

## Young Adult Workforce Services

### Program Area B3: Young Adult Subsidized Employment (pg. 87)

	Maximum Budget Request:	Anticipated # of Awards:
Young Adult Subsidized Employment	\$600,000	1-4

#### Highlights:

- Paid work experience in targeted industries that provide both technical skills and opportunities for growth (ex. Professional, Scientific, and Technical).
- Relationships with private sector employers and integrate job readiness and vocational training to enhance skill development.
- Assist worksite supervisors to implement ongoing support, professional mentorship, and access to professional networks for young adults.

# Program Area C

## Sector Workforce Programs -- Part 1

Sector Programming Part I will cover the following sector programming:

- Technology (TechSF)
- Health Care (HealthCare Academy)
- Hospitality (Worker Displacement Coordinator)

**Sector Workforce Programs include the following components:**

- Sector Coordinator (Technology, Health Care, Hospitality)
- Occupational Skills Training (OST) Providers (Technology, Health Care)
- Sector On-Ramp Programs (Technology)

**Details on Sector Workforce Programs begin on Page 94 of the RFP**

# Program Area C

## Sector Workforce Programs

**Sector Coordinator:** Overall coordination of sector program model to benefit job seeker, training providers and employer communities.

*\*Hospitality - outreach and direct employment services to displaced workers.*

**Occupational Skills Training:** Industry-recognized trainings with credentials and certifications to enter the sectors' workforce.

**Sector On-Ramp Programs:** Initial exposure to a sector through career exploration, foundational learning and work-based learning opportunities.

# Program Area C

## Sector Workforce Services

### Program Area C1: TechSF (pg. 103)

	Maximum Budget Request	Anticipated # of Awards
C1.1: TechSF Sector Coordinator	\$600,000	1
C1.2: TechSF Occupational Skills Training	\$600,000	4-8
C1.3: TechSF On-Ramps	\$200,000	1-3

**Overview:** TechSF offers various degrees of services from on-ramp programming to sector training

- Integrate work-based learning opportunities, stackable credentials and investing in longer term trainings to fully prepare residents for tech industry.

# Program Area C

## Sector Workforce Services

### Program Area C2: Health Care (pg. 126)

	Maximum Budget Request	Anticipated # of Awards
C2.1: Health Career Coordinator	\$600,000	1
C2.2: Health Care Occupational Skills Training	\$450,000	5-8

**Overview:** The HealthCare Academy offers training with State certifications and multiple entry-points to offer true career pathways.

- Academy is looking to expand clinical and non-clinical occupational training offerings, as well as opportunities to upskill the existing workforce, creating an ongoing pipeline of new opportunities.

# Program Area C

## Sector Workforce Services

### Program Area C3: Hospitality (pg. 142)

	Maximum Budget Request	Anticipated # of Awards
C3.1: Hospitality Worker Displacement Coordinator	\$625,000	1-2

**Overview:** The Hospitality Initiative has been instrumental in meeting the workforce needs of our restaurant and hotel employer partners through various training tracks and will continue to support this industry's workforce.

- Shifting priorities to meet the immediate needs of displaced workers in this industry by investing in Hospitality Displaced Worker Coordinator(s).



# Program Area C

## Sector Workforce Services -- Part 2

### CityBuild

- San Francisco's cityside Construction sector initiative that prepares San Franciscans for career opportunities in the construction industry.
- Offers extensive training, education, and employment assistance to job seekers through two distinct sets of training programs:
  - CityBuild Academy
  - CityBuild Pro
- **CityBuild is seeking providers in 4 program areas:**
  - Sector Coordinator
  - Occupational Skills Training Providers
  - Construction Career Development Services
  - Sector On-Ramp Programs

# Program Area C

## Sector Workforce Services

### Program Area C4.1: CityBuild Sector Coordinator (pg. 150)

	Maximum Budget Request	Anticipated # of Awards
C4.1: Construction Sector Coordinator	\$1,000,000	1

### Program Area C4.2: CityBuild Occupational Skills Training (pg. 159)

	Maximum Budget Request	Anticipated # of Awards
C4.2a: CityBuild Academy OST Provider-Educational	\$500,000	1
C4.2b: CityBuild OST Provider - MC3	\$150,000	1
C4.2c: CityBuild OST Provider - Specialized Trade Instruction	\$300,000	1-3

# Program Area C

## Sector Workforce Services

### Program Area C4: CityBuild OST (continued)

C4.2d: CityBuild Pro - Professional Services OST	\$250,000	1-2
C4.3: Construction Career Development Services - Retention	\$250,000	1-2

**Overview:** CityBuild offers various degrees of services from educational programming and sector training with industry recognized certifications that lead to competitive State certified apprenticeship opportunities and employment in construction industry to retention services for continued success.

- Integrate work-based learning opportunities, stackable credentials and investing in longer term trainings to fully prepare residents for construction industry.

# Program Area C

## Sector Workforce Services

### Program Area C4: CityBuild On-Ramps (pg. 182)

	Maximum Budget Request	Anticipated # of Awards
C4.4a: CityBuild On-Ramp - High School	\$200,000	1
C4.4b: CityBuild On-Ramp - GED Support	\$200,000	1
C4.4c: CityBuild On-Ramps - Violence Prevention	\$150,000	1-2

**Overview: CityBuild On-Ramps** Initial exposure to the construction sector through career exploration, barrier removal and work-based learning opportunities.

# Program Area C

## Sector Workforce Services

### Program Area C5: Emerging Industries (pg. 196)

	Maximum Budget Request	Anticipated # of Awards
C5.1: CityDrive	\$300,000	1
C5.2: Advanced Manufacturing	\$250,000	1
C5.3: Pilot Occupational Skills Training	\$300,000	2-5

**Overview: Emerging Industries** are other industry sectors and occupations that are in-demand and projected to grow.

- Proposed trainings should be validated by Labor Market Information, proven prospective employer partnerships, and lead to industry-recognized certifications.

## Program Area D Pilot Programs

### Program Area D: Pilot Programs (pg. 216)

	Maximum Budget Request	Anticipated # of Awards
D1: Equity Pilots	\$250,000	2-6
D2: Economic Recovery Pilots	\$300,000	2-5

**Overview: Pilot Programs** propose creative solutions to address critical needs in the workforce system. Proposed strategies should be validated by research, Labor Market Information, or other evidence of success.

#### Examples:

- Innovative training and employment models (e.g., worker cooperatives)
- Strategies to enhance the financial empowerment of low-wage workers
- Improving service delivery for vulnerable populations
- Effective strategies to engage employers

# Program Area E

## Business Services

### Program Area E: Business Services (pg. 224)

Business Services	Maximum Budget Request	Anticipated # of Awards
E1: First Source Job Seeker Coordinator	\$350,000	1-3

**Overview:** The First Source Job Seeker Coordinator will support OEWD's implementation of the First Source Hiring Program to connect qualified local job seekers with entry level positions.

# Program Area F

## Workforce System Enhancements

### Program Area F: Workforce System Enhancements (pg. 228)

	Maximum Budget Request	Anticipated # of Awards
F1: IT Database Maintenance	\$300,000	1
F2: Independent Evaluator	\$300,000	1
F3: One Stop Operator	\$200,000	2-5

**Overview:** Workforce System Enhancements are City-facing contractual services that support the sustainability and efficiency of the workforce system.

- These programs are open to non-profit and for-profit applicants.



# Community Panelist Pilot

## COMMUNITY PANELISTS

*transparency and equity*

### CALL FOR NOMINATIONS

The Office of Economic and Workforce Development seeks individuals with connections to San Francisco communities, and/or the following: insight and expertise in business and organization growth, job training, and community development. **This is a paid opportunity to be part of OEWD's grant-making process.**

#### WE'RE LOOKING FOR POTENTIAL APPLICANTS WHO:

- Have a strong connection to one or more of San Francisco's communities and neighborhoods
- Have navigated, received, or helped someone else through the process of receiving community workforce or economic support resources
- Have experience with growing a business, career and vocational training, community organizing, promising practices for nonprofits, event planning and programming, emerging technologies, facility and capital needs.
- Are practicing professionals growing economic opportunities for businesses or individuals, and have experience advancing cultural and racial equity.
- Have an interest in taking a behind-the-scenes look at the grant-making process.
- Are representative of both San Francisco's demographics and the specific 2020 applicant pool in terms of race/ethnicity, gender, LGBTQ, and differently-abled representations.

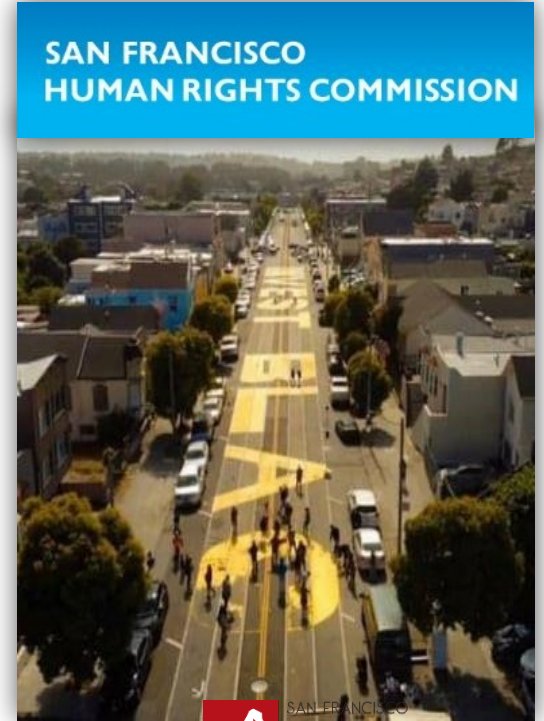
- Call for Nominations starting today!
- Community Panelists will be compensated for each proposal reviewed (up to 10 proposals per RFP, ~20 proposals per year)
- Deadline to apply: **March 9, 2021**

Visit [www.oewd.org/panelists](http://www.oewd.org/panelists) for more details!

# PARTNERSHIP WITH THE HUMAN RIGHTS COMMISSION



**Sheryl Davis**  
Executive Director



# Program Area G

## Funds to Support the Black Community

### Program Area G: Funds to Support the Black Community (pg. 239)

	Maximum Budget Request	Anticipated # of Awards
G1: Educational Pathways Funding: Financial Incentives for African American Students	\$1,000,000	1
G2: Health Services	\$1,000,000	1-2
G3: Workforce Programming for the Arts		
G3.1: Community Arts	\$225,000	3-4
G3.2: Business Practices to Support Artists	\$300,000	1-2

# Program Area G

## Funds to Support the Black Community

### Program Area G: Funds to Support the Black Community (pg. 239)

	Maximum Budget Request	Anticipated # of Awards
G4: Industries of Opportunity	\$1,000,000	2-4
G5: Community Research Institute	\$1,000,000	1

**Overview:** Funds to Support the Black Community are designed to promote economic justice for San Francisco's Black/African American community.

# QUESTIONS?

- Please submit your questions through the online form; link is in the chat.
- Our team will answer as many questions as possible live; all questions will be logged, answered, and posted to the RFP 122 website by end of day on **Friday, February 26.**
- You may still submit questions until **Wednesday, March 17** through the Q&A link, which can also be found on the RFP 122 website:

[www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)

## RFP Schedule

- February 9: RFP published on OEWD website
- February 22: Online application live on OEWD website
- February 23: Bidders Conference
- February 26: First round of Q&A posted to OEWD website
- March 17: Deadline to submit questions (5 pm)
- March 22: Final Q & A Log Posted to RFP 122 website
- March 31: **Proposals due by 5pm Deadline**

[www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)

# Web Resources

Home

About Us

Bid Opportunities

## REQUEST FOR PROPOSALS (RFP) #122

The Office of Economic and Workforce Development (OEWD) is focused on providing critical relief to our vulnerable communities and neighborhoods and building the foundation for a strong, equitable economic recovery that offers every San Franciscan an opportunity to share in the next economic expansion.

In line with these efforts, OEWD is pleased to issue Request for Proposals (RFP) 122, "Building Back Stronger," which invests more than \$28 million dollars in essential workforce services. Included in this investment is \$6 million in funding to support the Black community (see Program Area G), as well as additional local and federal funds.

Unless otherwise indicated in the program descriptions, successful proposals will be funded for an initial term of two (2) years, beginning in fiscal year 2021-2022, with opportunities to renew or extend programming through fiscal year 2024-2025, subject to OEWD approval and funding appropriation.

*Skip to:*

[KEY DATES](#)

[BIDDERS CONFERENCE](#)

[Q & A](#)

[DOCUMENTS](#)

[RESOURCES](#)

[UPDATES](#)

[APPLY](#)



[www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)

# Web Resources

APPLY

*Application is live!*

## UPDATES

All updates to the RFP will be posted in this section with a date/time stamp indicating when the update occurred. Any questions regarding updates should be directed to [owd.procurement@sfgov.org](mailto:owd.procurement@sfgov.org).

- February 16, 2021 at 9:05 P.M. - The online application for RFP 122 will be available on this website by Monday, February 22, 2021. Applicants may use *Appendix A, Application Questions*, to draft proposal content (see "Downloads", below). The RFP schedule has been revised in the above table reflecting this change. When the online form is live, OEWD will post another update to this section.
- February 10, 2021 at 4:15 P.M. - A revised copy of RFP 122, "Building Back Stronger", was posted to Documents, below. This version corrects the Maximum Budget Request for Program Area B1, Young Adult Job Centers, to \$300,000. Other minor grammatical and formatting errors were also corrected in the document.
- February 9, 2021 at 8:45 P.M. - RFP 122, "Building Back Stronger" was posted to Documents, below.

## DOCUMENTS (CLICK TO VIEW OR DOWNLOAD)

[Request for Proposals \(RFP\) #122](#)

[RFP #122 - Appendix A - Application Questions](#)

[RFP #122 - Appendix B - Proposal Budget Template](#)

[RFP #122 - Appendix C - City Grant Terms \(Form G-100\)](#)

[RFP #122 - Appendix D - Applicant Requirements and Guidelines](#)

[RFP #122 - Appendix E - Principles of Employment Equity](#)

[RFP #122 - Appendix F - Socioeconomic Neighborhood Profiles](#)

[RFP #122 - Appendix G - Supplier Registration Instructions](#)



# Online Application

OEWD Request for Proposals (RFP) 122 Application

Page: [1](#) [2](#) [3](#) [4](#) [5](#) [6](#) [7](#) [8](#) [9](#) [10](#) [11](#) [12](#) [13](#) [14](#)

Save my progress and resume later | [Resume a previously saved form](#)

**Welcome**

This is the online application form for OEWD Request for Proposals (RFP) #122.

All fields marked by an asterisk (\*) are mandatory; enter ) or N/A if not applicable.

The application allows the ability to save progress and resume later.

When ready to submit the final application, press the "Submit" button located on the last page. A message will indicate if any errors need to be corrected before final submission.

Applications will not be accepted after the deadline.

Helpful information is available on the [OEWD RFP 122 website](#).

For technical support, email [oewd.procurement@sfgov.org](mailto:oewd.procurement@sfgov.org).

[Next Page](#)

[Save my progress and resume later](#) | [Resume a previously saved form](#)

- Designate a person to lead the proposal submission
- Enter distinct proposals; you may not select multiple program areas
- Submission instructions available (with screenshots!) on the RFP 122 website
- All supporting documents must be uploaded prior to submitting the proposal
- Contact [oewd.procurement@sfgov.org](mailto:oewd.procurement@sfgov.org) in advance of the deadline for support

# Technical Assistance

- Need help from grant writing experts? Sign up for CANDID courses, link available at the **RFP 122 Website** (see “Resources” section)
- Need support with the online application? Contact **[owd.procurement@sfgov.org](mailto:owd.procurement@sfgov.org)**. Assistance provided via email or phone.

# Community Panelist Pilot

## COMMUNITY PANELISTS

*transparency and equity*

### CALL FOR NOMINATIONS

The Office of Economic and Workforce Development seeks individuals with connections to San Francisco communities, and/or the following: insight and expertise in business and organization growth, job training, and community development. **This is a paid opportunity to be part of OEWD's grant-making process.**

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- Are practicing professionals growing economic opportunities for businesses or individuals, and have experience advancing cultural and racial equity.
- Have an interest in taking a behind-the-scenes look at the grant-making process.
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- Call for Nominations starting today!
- Community Panelists will be compensated for each proposal reviewed (up to 10 proposals per RFP, ~20 proposals per year)
- Deadline to apply: **March 9, 2021**

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# Review Process

- Proposal packets screened; complete packets submitted to Review Panel
- Proposals scored and ranked; OEWD staff make recommendations (April)
- Tentative recommendations issued, protest period (May)
- Recommendations reviewed and approved by WISF, CCCD (May/June)
- OEWD Director approves final recommendations, funding memos issued (June)
- Projects begin (July or later)

# QUESTIONS?

Please submit your questions via the online form. We will stay online to continue collecting questions.

Our team will answer as many questions as possible live; the first round of questions will be logged, answered, and posted to the RFP 122 website by **Friday, February 26**

- You may still submit questions until **Wednesday, March 17** through the link on the RFP 122 website:

[www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)



SAN FRANCISCO

OFFICE OF ECONOMIC &  
WORKFORCE DEVELOPMENT

**[www.oewd.org/bid-opportunities/RFP-122](http://www.oewd.org/bid-opportunities/RFP-122)**

Email our team: [oewd.procurement@sfgov.org](mailto:oewd.procurement@sfgov.org)

Subscribe for updates at: [oewd.org/email](http://oewd.org/email)



# Supplier Instructions

For general questions regarding the  
Supplier registration process,  
contact the User Support Desk 415-  
944-2442 or email  
[sfcitypartnersupport@sfgov.org](mailto:sfcitypartnersupport@sfgov.org)

# Supplier Instructions - [sfcitypartner.sfgov.org](https://sfcitypartner.sfgov.org)

## 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



# Supplier Instructions

- Business Tax Compliance
- Equal Benefits (12B) Compliance
- Local Business Enterprise (14B) Compliance (Contracts only)

# Supplier Instructions - Business Tax

- To renew your tax registration, visit <https://sftreasurer.org/business-registration-renewal-instructions-2020-2021>
- Select the “**Business Registration Renewal**” link to get started.
- This year, all San Francisco businesses must renew their business registration by **April 30, 2021**.
- For additional support, visit the Help Center at the above website

## Business Registration Renewal Instructions 2020-2021

Business Registration Renewal Deadline - April 30, 2021

All persons doing business in San Francisco must have a current business registration.

San Francisco Business Registration is typically valid from July 1st through June 30th and must be renewed annually. Due to the COVID-19 crisis, the 2021 Business Registration deadline was extended to **April 30, 2021**. Business Registration Certificates issued for 2019-2020 will remain valid through April 30, 2021.

Failure to pay in full by the deadline will result in [penalties, interest, and fees](#).

Go to [2021 Business Registration Renewal](#) and login using the following information to renew your business registration:

- Your seven (7) digit Business Account Number
- The last four (4) digits of your Tax Identification Number
- Your eight (8) character Online PIN mailed to you by our Office

\*If you do not have your eight (8) character Online PIN, you may request your [PIN here](#). Processing time may take up to 3-5 business days. You will be unable to renew online without your PIN.

# Supplier Instructions - Equal Benefits (12B)

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

Equal Benefits Unit  
415-581-2310  
[cmd.equalbenefits@sfgov.org](mailto:cmd.equalbenefits@sfgov.org)

# Supplier Instructions - Equal Benefits (12B)

1	Have your username and password ready. <i>Tip: If you do not have a username and password, contact the User Support Desk at <a href="mailto:Dtis.helpdesk@sfgov.org">Dtis.helpdesk@sfgov.org</a></i>
2	Have the verification of employee count and verification of equal benefits ready.
3	Go to the Supplier Portal at <a href="https://sfcitypartner.sfgov.org/">https://sfcitypartner.sfgov.org/</a>
4	<i>Returning Users:</i> Click the <b>Log In</b> button. <i>New Users:</i> Under the Help drop-down menu, select the <b>Become a Supplier</b> option.
5	<i>Returning Users:</i> Under the Get Started menu, click the <b>Log In</b> button and log in. <i>New Users:</i> Under the Get Started menu, click the <b>complete a short registration process</b> link and follow the steps for Bidder Registration.
6	<i>Returning Users:</i> Select 12B Declaration under the <b>Certifications</b> menu. <i>New Users:</i> go to Step 3, above, and follow the instructions for a Returning User.
7	Select <b>12B Declaration</b> .
8	Ensure the <b>SetID</b> field is set to <b>SHARE</b> .
9	Click <b>Add A New Value</b> (for a new Declaration) or <b>Find An Existing Value</b> (to locate a previous Declaration).
10	Under <b>Declaration Type</b> , select <b>Supplier</b> if you have a Supplier ID. If you do not have a Supplier ID, select <b>Bidder</b> . ( <b>Bidder numbers start with "B"</b> )
11	Enter your Supplier ID. If you do not have a Supplier ID, enter your Bidder ID.
12	Follow the prompts to complete the 12B Declaration. <b>IMPORTANT: Failure to attach the required supporting documentation will prevent compliance.</b>
13	At the end of the Declaration, click the following buttons in this order: <b>Save, Print, Submit, Cancel</b> or <b>Submit</b> . <i>Tip: Note the Declaration Number at the top of the page in case you need to contact the Equal Benefits Unit.</i>

# Contracting Requirements: Local Business Enterprise (Chapter 14B) Program

Review the instructions in  
“[Attachment 2](#)”

<https://sfgov.org/cmd/important-forms>

**Questions?**

Email Dalmar Ismail

[Dalmar.Ismail@sfgov.org](mailto:Dalmar.Ismail@sfgov.org)

## Contracting Requirements: Local Business Enterprise (Chapter 14B) Program

If you are applying for **program areas F1, F2, or F3** which are open to for-profit entities, include the following as attachments with your proposal:

- **Form 2A (if rating bonus requested)**
- **Form 3 (CMD Compliance Affidavit)**
  - **Form 5 (Employment Form)**
- **Form 4 (if proposing as a JOINT VENTURE)**

# Contracting Requirements: Local Business Enterprise (Chapter 14B) Program


If you are applying for program areas F1, F2, or F3, which are open to for-profit entities, the following will apply:

- **Certified as a SF LBE → 10% rating bonus**
- **Not a SF LBE but**
  - **JV partner is a SF LBE and performs at least 35% of the work → 5% rating bonus**
  - **JV partner is a SF LBE and performs at least 40% of the work → 7.5% rating bonus**

# Contracting Requirements: Local Business Enterprise (Chapter 14B) Program

## Form 2A

CITY AND COUNTY OF SAN FRANCISCO  
CONTRACT MONITORING DIVISION



CHAPTER 14B  
CMD ATTACHMENT 2  
*Architecture, Engineering, and Professional Services*

**FORM 2A: CMD CONTRACT PARTICIPATION FORM**

Section 1: This form must be submitted with the proposal or the proposal may be deemed non-responsive and rejected. Prime Proposer, each Joint Venture Partner, Subconsultants, Vendors, and lower sub tiers must be listed on this form. Only CMD certified Small and/or Micro-LBEs can be used to meet the LBE subconsultant participation goal unless the RFP allows for SBA-LBE subconsultants to count towards the LBE participation goal. A Small and/or Micro- LBE Prime proposer/JV with LBE participation must meet the LBE subconsultant goal. A Small and/or Micro- LBE Prime proposer/JV with LBE participation may not count its participation towards meeting the LBE subconsultant participation goal. Be sure to check box for Rating Bonus. If more space is needed, attach additional copies of this form. This form is also completed and submitted for all contract modifications which exceed the original contract amount by more than 20%.

Contract:		RATING BONUS	
		<input type="checkbox"/> LBE 10%	<input type="checkbox"/> Joint Venture 7.5%
Firm:		<input type="checkbox"/> Joint Venture 5%	<input type="checkbox"/> Joint Venture 10% (LBEs ONLY)
Contact Person:		<input type="checkbox"/> No Rating Bonus Requested	
Address:		LBE Goal      %	
City/ZIP			
Phone			

\*Type: Identify if prime (P), JV partner (J), Subconsultant (S), or Vendor (V)

TYPE *	Firm	PORTION OF WORK (describe scope(s) of work)	% OF WORK	INDICATE LBE YES/NO	If an LBE, Identify MBE, WBE, or OBE **	% OF LBE SUBWORK
			%			%
			%			%
			%			%
			%			%
Total % of Work: 100%				Total LBE Subconsulting%		%

I declare, under penalty of perjury under the laws of the State of California, that I am utilizing the above Consultants for the portions of work and amounts as reflected in the Proposal for this Contract.

Owner/Authorized Representative (Signature): \_\_\_\_\_ Date: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_

All firms