



**ANNOUNCEMENT FOR PROPOSALS  
SAN FRANCISCO PUBLIC WORKS  
Grant Request for Proposals**

**Sourcing Event ID #0000006777  
Bureau of Urban Forestry Workforce Development Program**

**PLEASE NOTE: ONLY NON-PROFIT ORGANIZATIONS ARE ELIGIBLE TO APPLY**

Refer to the Request for Proposals (RFP) document for details regarding submission of proposals. Digital files of the RFP documents and addenda must be downloaded at <http://www.sfpublishworks.org/biddocs>.

San Francisco Public Works (Public Works), a department of the City and County of San Francisco (City), seeks to award **one grant for each Program Area to a fully established 501(c)(3) non-profit entity based in San Francisco** through the evaluation and selection process as described in the RFP.

**PROJECT DESCRIPTION:** San Francisco Public Works seeks a nonprofit partner to support workforce participants in developing careers beyond the program by connecting them to employment and apprenticeship opportunities at Public Works, other public agencies, non-profit partners, and private companies.

**Program Area A:** Tree Watering workforce participants will water and maintain plant material within the designated locations as defined by Public Works including litter picking and weeding of tree basins. The Maximum Budget Request is \$2,226,000 for a term of 12 months.

**Program Area B:** Tree Planting and Establishment workforce participants will plant at minimum of 1,000 street trees annually as directed by Public Works staff to support annual citywide tree planting goals. The Maximum Budget Request is \$2,650,000 for a term of 12 months.

**TECHNICAL ASSISTANCE:** A pre-proposal conference will be held on **Thursday, May 18, 2023 at 1 p.m.** via Microsoft Teams (refer to the RFP for link) or call in (audio only) [+1 415-906-4659](tel:+14159064659) (San Francisco toll) Conference ID: 617 302 832#

Prospective proposers may also email [Robynn.Takayama@sfdpw.org](mailto:Robynn.Takayama@sfdpw.org) to request a direct meeting invitation.

Questions regarding the RFP must be submitted no later than **Wednesday, May 23, 2023 at 11:00 A.M.** by email to Grant Administrator Robynn Takayama at: [robynn.takayama@sfdpw.org](mailto:robynn.takayama@sfdpw.org).

**SUBMISSION:** The Department may modify the RFP prior to the Proposal due date by issuing an Addendum to the RFP; please check <http://www.sfpublishworks.org/biddocs> for updates. Applicants shall submit their application as specified and required in the RFP no later than



**Friday, June 2, 2023, 2:00 P.M.** Late submittals may not be considered unless you provide evidence of a software error.