



CITY AND COUNTY OF SAN FRANCISCO

OFFICE OF CIVIC ENGAGEMENT & IMMIGRANT AFFAIRS

Edwin M. Lee, Mayor
Naomi Kelly, City Administrator

Adrienne Pon, Executive Director

ASIAN PACIFIC ISLANDER COMMUNITY NEEDS ASSESSMENT NOTICE OF INTENT TO AWARD FEBRUARY 28, 2014

TO ALL APPLICANTS:

Thank you for responding to the Request for Proposals (RFP) for Asian Pacific Islander Community Needs Assessment by the City and County of San Francisco, Office of Civic Engagement & Immigrant Affairs. We appreciate the time and effort invested in your proposals and thank you for your patience and cooperation with the process.

The City has completed its evaluation of applications to RFP #2014-01 Asian Pacific Islander Community Needs Assessment and this serves as the City's notice of intent to award grants to (begin grant negotiations with) the following Applicants:

APA Family Support Services

The City is providing this notification pursuant to the rules and regulations pertaining to the San Francisco Administrative Code, Section 21.10-1. Protests on the intended award of these grants must be received by the Office of Civic Engagement & Immigrant Affairs no later than

5:00 p.m. on Friday, March 7, 2014.

PROTEST OF CONTRACT AWARD

Please note that selection for grant negotiations does not guarantee a grant with the City. If you believe that the City has incorrectly selected another proposer (applicant) for a grant award, you may submit a written notice of protest. The notice of protest must be received by the City on or before the fifth working day after the issuance of the Notice of Intent to Award. The notice of protest must be received by the Office of Civic Engagement & Immigrant Affairs by 5:00 p.m. PST on Friday, March 7, 2014, and must include a written statement specifying in detail each and every one of the grounds asserted for the protest. The protest must be signed by an individual authorized to represent the respondent, and must cite the law, rule, local

ordinance, procedure or RFP provision on which the protest is based. In addition, the protestor must specify facts and evidence sufficient for the City to determine the validity of the protest.

DELIVERY OF PROTESTS

All protests must be received electronically via email by the above due date. Protests should be transmitted by a means that will objectively establish the date the City received the protest. Protests or notice of protests made orally (e.g., by telephone) or by fax will not be considered. Protests must be sent via email to: civic.engagement@sfgov.org by the above date and time to be considered. An electronic response confirming receipt of the protest will be sent within 24 hours of receipt of the original message.

The subject line of the email protest should read:

Protest RFP #2014-01 Asian Pacific Islander Community Needs Assessment.

###