



Carla Short, Director | Director's Office

carla.short@sfdpw.org | T. 628.271.3078 | 49 South Van Ness Ave. Suite 1600, San Francisco, CA 94103

Public Works Award of Sole Source Grant Approval

Director's Recommendation: Approve Public Works to execute a **Chapter 21G.8 Sole Source Grant Agreement** with **The Transgender District** under the Director's delegated authority pursuant to the Public Works Commission Delegation and Requirements Policy, effective September 11, 2025.

Public Works Division/Section:

Project Manager:

Grant Program Name:

Grant Award Amount:

Grant Term:

Supplier Name: **The Transgender District**

Grant Program Background: **Placemaking activity in San Francisco Cultural District**

Sole Source Justification: San Francisco Administrative Code Chapter 21G.8, permits a department to negotiate a Sole Source Grant Agreement without open and competitive process, bypassing Sections 21G.4, 21G.5, and 21G.6, as long as it follows the Purchaser's rules and regulations.

1. **Approval by Commission or Board:** If the Granting Agency operates under a commission or board, it must obtain approval from that commission or board before awarding a sole source grant. **For San Francisco Public Works the Public Works Commission has delegated approval authority for Chapter 21G grant agreements and modifications to the Director of Public Works pursuant to the Commission's Delegation and Requirements Policy, effective September 11, 2025.**
2. **Recommendation Requirement:** The Granting Agency must recommend the sole source grant to the commission, board, or delegated authority, justifying why the competitive process is not feasible or necessary.
 - a. **Justification from Public Works:** **The grant is for placemaking activities in one of San Francisco's Cultural District program neighborhoods – the Transgender Cultural District.**

Scope of work is for placemaking assets of vertical hanging banners from light posts that promote cultural uniqueness of the Transgender Cultural District, the first legally recognized transgender cultural district in the world. The nonprofit group that shares the same name as the cultural district contracted with a vendor for these services. Fund 10020 is the addback fund source for addback funds for placemaking activities in the Transgender Cultural District dedicated for these activities.

- 3. **Formal Adoption:** The commission or board must adopt a resolution approving both the justification for the sole source grant and the actual grant award. **For San Francisco Public Works, this authority has been delegated to the Director of Public Works under the Public Works Commission Delegation and Requirements Policy, effective 9/11/2025.**

Contract Funding Sources: & Amounts

Source	Amount
Fund 10020	\$24,516.19

Recommended:

 NAME, Program Manager Date

 Carla Short, Director Date