

File No. 250832

Committee Item No. 5

Board Item No. _____

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Finance Committee Date September 10, 2025

Board of Supervisors Meeting Date _____

Cmte Board

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| • RPD Memo 7/18/2025 | | |
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OTHER (Use back side if additional space is needed)

- | | | |
|-------------------------------------|--------------------------|--|
| ☒ | ☐ | <u>RPC Resolution No. 2507-009 7/17/2025</u> |
| ☐ | ☐ | _____ |
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Completed by: Brent Jalipa Date September 4, 2025

Completed by: Brent Jalipa Date _____

1 [Accept and Expend Grant - Union Square Alliance - Union Square Plaza - \$300,000]

2
3 **Resolution authorizing the Recreation and Park Department to accept an in-kind grant**
4 **from the Union Square Alliance valued at approximately \$300,000 for sound system**
5 **improvements at the Union Square Plaza stage, effective upon approval of this**
6 **Resolution through notice of substantial completion.**

7 WHEREAS, The City, through the Recreation and Park Department (RPD) operates
8 and maintains certain real property that is commonly referred to as Union Square Plaza
9 (Plaza); and

10 WHEREAS, The Union Square Alliance was established in 1999 to elevate the Union
11 Square Plaza and surrounding district as a welcoming destination for the public, visitors and
12 businesses; and

13 WHEREAS, The Union Square Plaza and stage is a gathering space for visitors to
14 experience live performances, cultural celebrations, arts installations, events and
15 programming; and

16 WHEREAS, In 2023 and 2024, Union Square Alliance, in partnership with the City of
17 San Francisco, presented SF Live, a series of large and small-scale concerts that were
18 attended by thousands of people; since early 2025, the City has planned to activate the Plaza
19 on a daily basis, including musical events using the stage several times per week; and

20 WHEREAS, Portable sound systems are required to be brought in for programming,
21 often at a considerable cost to event sponsors at the Plaza, a new sound system would
22 streamline and make programming more cost efficient and accessible to support a wide range
23 of small to midsize performances and events, these improvements will both dramatically
24 enhance the Plaza as a performance space and make it far more accessible and welcoming
25 to artists to better connect with their live audiences and event producers; and

1 WHEREAS, The Union Square Alliance with funding from the Office of Economic and
2 Workforce Development proposes to provide RPD an in-kind grant for two 20-foot metal pillars
3 to be installed on either side of the stage, with an estimated value of approximately \$300,000
4 (the Grant), the pillars would allow for permanent and temporary sound speakers and related
5 equipment to be installed on the pillars; and

6 WHEREAS, RPD will own the pillars upon completion, and intends to issue the Union
7 Square Alliance a permit for them to install the sound system components onto the pillars, and
8 to operate the sound system for authorized events during a permit term, not to exceed nine
9 years; and

10 WHEREAS, The Grant terms prohibit including indirect costs in the grant budget; and

11 WHEREAS, The Grant will not require amending the Annual Salary Ordinance; and

12 WHEREAS, On July 17, 2025, the Recreation and Park Commission, by
13 Resolution No. 2507-009, recommended that the Board of Supervisors authorize the
14 Recreation and Park Department to accept and expend the Grant; now, therefore, be it

15 RESOLVED, That the Board of Supervisors approves the Grant and authorizes the
16 Recreation and Park Department General Manager to accept the Grant; and, be it

17 FURTHER RESOLVED, That the Board of Supervisors hereby waives inclusion of
18 indirect costs in the grant budget; and, be it

19 FURTHER RESOLVED, That the Board of Supervisors authorizes the Recreation and
20 Park Department General Manager to enter into any modifications and amendments to the
21 Grant including accepting and expending funds and in kind services that increase the total
22 Grant value by up to 10% above the estimate stated in this Resolution, provided that the
23 Recreation and Park General Manager determines, in consultation with the City Attorney, that
24 any such modifications are in the best interests of the City, do not materially increase the
25 obligations or liabilities of the City, are necessary or advisable to effectuate the purposes of

1 the Grant or this Resolution, and are in compliance with all applicable laws, including the
2 City's Charter.

3
4 Recommended:

5
6 /s/ Sarah Madland on behalf of
7 Philip A. Ginsburg, General Manager
8 Recreation and Park Department
9

10
11 Approved:

12
13 /s/
14 Mayor

11 Approved:

13 /s/
14 Controller

File Number: 250832
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: Union Square Plaza, Union Square Alliance
2. Department: Recreation and Park Department
3. Contact Person: Susan Sun, Assistant Director of Partnerships Telephone: (415) 831-2787
4. Grant Approval Status (check one):

☒ Approved by funding agency

☐ Not yet approved

5. Amount of Grant Funding Approved or Applied for: approximately \$300,000

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: Union Square Alliance

b. Grant Pass-Through Agency (if applicable): San Francisco Office of Economic and Workforce Development

8. Proposed Grant Project Summary: Union Square Alliance is proposing an in-kind grant to the Department for sound system improvements at the Union Square Plaza stage. The in-kind grant value is approximately \$300,000.00.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: upon approval by the Board of Supervisors End-Date: upon notice of substantial completion

10a. Amount budgeted for contractual services: \$0

b. Will contractual services be put out to bid? No

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements? N/A

d. Is this likely to be a one-time or ongoing request for contracting out? N/A

11a. Does the budget include indirect costs?

☐ Yes

☒ No

b1. If yes, how much?

b2. How was the amount calculated?

c1. If no, why are indirect costs not included?

☐ Not allowed by granting agency

☒ To maximize use of grant funds on direct services

☐ Other (please explain):

c2. If no indirect costs are included, what would have been the indirect costs?

12. Any other significant grant requirements or comments:

****Disability Access Checklist** (Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|--|
| ☒ Existing Site(s) | ☒ Existing Structure(s) | ☐ Existing Program(s) or Service(s) |
| ☐ Rehabilitated Site(s) | ☐ Rehabilitated Structure(s) | ☐ New Program(s) or Service(s) |
| ☐ New Site(s) | ☐ New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the RPD Disability Access Coordinator (RPD-DAC).

If such access would be technically infeasible, this is described in the comments section below: N/A

John Romaidis
(Name)

Departmental Disability Access Coordinator, Recreation and Park Department
(Title)

Date Reviewed: 7/24/2025

DocuSigned by:
John Romaidis
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Sarah Madland on behalf of Philip A. Ginsburg
(Name)

General Manager, Recreation and Park Department
(Title)

Date Reviewed: 7/24/2025

DocuSigned by:
[Signature]
(Signature Required)

Union Square Plaza Stage Sound System Budget

<u>Expense</u>	<u>Amount</u>
Design	\$26,000
Fabrication and Installation	\$246,515
Project Management	\$27,485
Total	\$300,000



July 23, 2025

Susan Sun
Assistant Director, Partnerships
San Francisco Recreation and Parks Department
[by email]

Dear Ms. Sun:

This letter will serve as documentation of the intent of the Union Square Foundation to provide a gift valued at approximately \$300,000 for design, materials and installation of two 20-foot metal pillars on the stage at Union Square Plaza. This gift will require formal approval from the Union Square Foundation Board of Directors. The Board's next meeting is scheduled for August 21, 2025.

The source of the funds use to purchase and install the pillars come from a Grant (FSP Contract #1000028197) "SF Live" Music and Entertainment Campaign – Event Production from the City's Office of Economic and Workforce Development dated April 1, 2023 and amended on May 1, 2024, to the Union Square Foundation for the purpose of purchasing and installing this new sound system for future performances in Union Square.

The pillars will support a new state-of the art sound system for Union Square Plaza. The sound system is intended to streamline and make programming more cost efficient by supporting a wide range of small to midsize performances and events. These improvements will both dramatically enhance the Plaza as a performance space and make it far more accessible and welcoming to artists to better connect with their audiences and event producers.

The Union Square Foundation is pleased to partner with the Rec and Park on activating and enlivening Union Square, the most important public open space in our downtown.

Very truly yours,

A handwritten signature in black ink that reads "Kenneth Rich". The signature is written in a cursive, flowing style.

Ken Rich
Director of Policy and Economic Development

RECREATION AND PARK COMMISSION
City and County of San Francisco
Resolution Number 2507-009

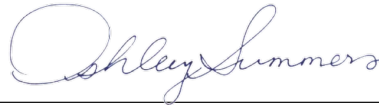
**UNION SQUARE – IN-KIND GRANT AND PERMIT FOR SOUND
SYSTEM INSTALLATION**

RESOLVED, This Commission does recommend that (1) the Board of Supervisors authorize the Recreation and Parks Department to accept an in-kind grant from the Union Square Alliance (USA) valued at approximately \$300,000 for the installation of pillars that would enable sound systems to be installed and (2) authorize the Department to enter into a permit, for a term of no more than nine years, for USA to install and use speakers and other related equipment on the pillars.

Adopted by the following vote:

Ayes	6
Noes	0
Absent	1

I hereby certify that the foregoing resolution was adopted at the Recreation and Park Commission meeting held on July 17, 2025.



Ashley Summers, Commission Liaison

Daniel Lurie, Mayor



Kat Anderson, Commission President
Philip A. Ginsburg, General Manager

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Philip A. Ginsburg, General Manager
Recreation and Park Department

DATE: July 18, 2025

SUBJECT: Accept and Expend Grant – Union Square Alliance – Union Square Plaza – \$300,000

GRANT TITLE: Union Square Plaza, Union Square Alliance

Attached please find the original of each of the following:

- ☒ Proposed grant resolution; original signed by Department, Controller, Mayor
- ☒ Grant Information Form, including disability check list
- ☒ Project Budget
- ☒ Award Letter
- ☒ Recreation and Park Commission Resolution

Special Timeline Requirements: We would like legislation introduced as soon as possible so that the project can be complete prior to the ice rink installation and planned holiday events at Union Square Plaza.

The in-kind grant will be used for the design, materials and installation of two metal pillars that would enable sound systems to be installed at the existing Union Square Plaza stage. This proposed sound improvement project would make programming more cost efficient for artists and event producers and would enhance the Plaza as a performance for space for audience members.

Departmental representative to receive copy of the adopted resolution:

Name: Susan Sun Phone: (415) 831-2787

Interoffice Mail Address: Susan.sun@sfgov.org



Certified copy required: Yes ☐ No ☒

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient.)



TO: Angela Calvillo, Clerk of the Board of Supervisors
FROM: Adam Thongsavat, Liaison to the Board of Supervisors
RE: Accept and Expend Grant – Union Square Alliance – Union Square Plaza - \$300,000
DATE: July 29, 2025

Resolution authorizing the Recreation and Park Department to accept an in-kind grant from the Union Square Alliance valued at approximately \$300,000 for sound system improvements at the Union Square Plaza stage, effective upon approval of this Resolution through notice of substantial completion.

Should you have any questions, please contact Adam Thongsavat at adam.thongsavat@sfgov.org