



San Francisco Public Library  
Government Information Center  
100 Larkin Street, 5<sup>th</sup> Floor, San Francisco, CA 94102

## **Advertisements for Bids, Requests for Proposals, Vacancy Notices and Grant Proposals Posting Fact Sheet**

The following solicitation notices are published by policy bodies of the City and County of San Francisco seeking contractors' bids, new project proposals, announcing vacancies and grant proposal applications: *Advertisements for Bids, Requests for Proposals* (including *Requests for Qualifications*), *Vacancy Notices and Grant Proposals*. The San Francisco Public Library's Government Information Center receives, posts and curates these notices for posting to the Government Information Bulletin Board in accordance with San Francisco Admin. Code § 2.98 (a).

Please send one copy of the notice to [sfdocs@sfpl.org](mailto:sfdocs@sfpl.org) or either hand deliver or send by regular mail to Government Information Center, 5<sup>th</sup> Floor, San Francisco Public Library, 100 Larkin Street, San Francisco, CA 94012. Please use only one method of delivery. The notice must arrive no later than 4:00 p.m. (Monday to Friday). *Any notice delivered after 4:00 pm will not be marked as received until 9:00 am of the following business day.* If you require confirmation of receipt, please inform the Government Information Center (GIC) and confirmation will be emailed to you.

Please note:

*Advertisements for Bids, Requests for Proposals* (including *Requests for Qualifications*) and *Vacancy Notices* are filed and bound. The attachments to these documents are not filed nor bound.

*Grant Proposals* are posted for the duration of the period they cover up to and including the application deadline. Grant Proposals are not filed nor bound.

*Bid Addendums* related to currently posted *Advertisements for Bids* are posted for the duration of the period they cover. They are not filed nor bound.

Notices of award of contracts are not posted. Exception: Only those marked or titled "Emergency award of contract" are posted due to time sensitive nature of these notices.

### CONTACT INFORMATION

San Francisco Documents Librarian  
Government Information Center,  
5th Floor 415-557-4500 (public line)  
San Francisco Public Library

415-557-4500 (public line)  
[sfdocs@sfpl.org](mailto:sfdocs@sfpl.org) (email)

### PUBLIC ACCESS INFORMATION

The public can review agendas and documents at the Government Information Center, 5th Floor of the Main Library, during open hours. The Main Library is open Monday 9-6; Tuesday, Wednesday, and Thursday 9-8; Friday 12-6; Saturday 10-6; and Sunday 12-6.