

Union Square East Café RFP

Response to Questions Received (as of 7.28.25)

San Francisco Recreation and Parks Department

1. Where is the dumbwaiter and how does it work?

The dumbwaiter is located in the back of house of the East Café and connects to the lower storage/prep room

2. What signage is allowed?

Please see Appendix C of the RFP

3. Where is the bathroom? Is it available for customers?

Café staff may utilize the garage parking with a code. A public JC Decaux restaurant near the garage entrance is available to the public

4. Is there a handwashing space for customers?

There is no handwashing sink for customers inside the café.

5. Is downstairs [storage/prep room] part of the final building inspection?

Yes, the lessee will need to obtain any necessary permits to operate all café and prep spaces.

6. How do deliveries work?

Deliveries may be made through the garage (parking fees may apply) or from the loading/unloading bays on Powell St.

7. Are all breakers for café downstairs?

Most breakers for the East Café should be located within the café or the downstairs prep room.

8. How much does parking cost?

Lessee should inquire about parking costs from the garage operator (SFMTA).

9. Where is garbage located and how much does it cost?

Please see Section III. H. of the RFP

10. Are tables and chairs provided for the seating area?

No.

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11. How much area of the plaza can be used for seating?

Tables and chairs in the plaza are available for public use.

12. Where will old kitchen equipment and cabinetry go? Can we leave some?

Some kitchen equipment and cabinetry may be available for use by the lessee, depending on impacts to the overall design.

13. When does construction start and end?

See Section I (Introduction) of the RFP.

14. What is included in the renovation?

[See DRAFT designs here.](#)

15. Where will the prep sink be located?

[See DRAFT designs here.](#)

16. Will the curved wall be completely removed?

[See DRAFT designs here.](#)

17. How did we get funding for this new construction?

This renovation is being funded through a grant from the State of California's Department of Business and Economic Development

18. Who is in charge of this new construction?

The Recreation and Parks Department is project manager for this construction project.

19. Are construction plans available online?

[See DRAFT designs here.](#)

20. Which side (east or west) is available by RFP and when?

See Section I (Introduction) of the RFP.

21. How much is rent?

See Section III of the RFP.

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22. How long is the lease?

See “Suggested Lease Term” section of the Summar of the RFP (page 4).

23. How would a liquor license work?

See Section II.E. of the RFP

24. Are tenants allowed to host special events?

Lessee may seek permits to host special events on the Plaza.

25. What type of hood is in the plan?

A Type 1 hood.

26. What is the budget for lighting? What is the plan?

The current plan includes an approximate \$25k investment in lighting, including new downlights in the soffit.

27. Will the ceiling be moved up?

No, the soffit will not be removed or altered.

28. Where will the grease trap be located?

No new grease traps will be added inside the café since the only new sink is a handwashing sink.

29. Can bar seating be added?

Respondents may propose added bar seating.

30. Can a bar dishwasher behind the counter be added?

Respondents may propose adding a dishwasher. A dishwasher is not included in the current plan.

31. Will there be A/C and heat?

Yes, this building is climate controlled.

32. How did the city get funding for this new construction?

The Department received a grant from the State of California's Office of Business and Economic Development to do this work.

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33. Who is in charge of this new construction?

The Department is project managing this construction.

34. What type of alcohol license would we need?

Please see Section II E of the RFP.

35. Is cooking available at the west cafe? Are there any plans to add cooking?

The West café does not have a kitchen or on-site cooking capabilities and there are no current plans to add new equipment in that café.

36. Will the east side tenant receive a grant to help with operations?

The Department has no grant sources identified. Lessees may seek out other city grants to support their operation and include any grant sources in their proposal.

37. How are deliveries handled?

Tenant may receive deliveries along Powell Street or through the garage (payment required).

38. Will the RFP process include taste testing.

The process will not include taste testing.

39. Is there any data on foot traffic pre- and post-COVID?

The Department does not currently have any data on Union Square foot traffic.

40. If you ask for a 10-year contract, can you renew for another 5 years? Is 10 years essentially the maximum?

Please see the Summary of the RFP on page 4.

41. What do you mean by \$1 million revenue will require Board approval?

Projected rent over the course of the lease that exceeds \$1M would require Board of Supervisors approval.

42. When does west side lease end? When is west side RFP?

The Department will issue an RFP for the West Café in the Fall of 2025. The lease with the current operator ends at the end of February 2026.

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43. How do we use outside area?

Respondents may propose use of the exterior patio area and the addition of outdoor tables and chairs.

44. Future cafe appliances will all be electric, correct?

Yes, that is correct. There is currently no gas service to the café and all appliances will be electric.

45. How many burners will the stove have?

There is currently no stove proposed, but there is a flat top cooking surface (griddle).

46. What are the Dimensions of the hood and cooking equipment?

The hood is 10'-8" long. The total cooking line is 7'-1" long, with a 3'-5" griddle, 1'-2" induction warmer, and two (2) 1'-3" fryers.

47. Can you please share hi-res images of the proposed cafe?

Please [see hi-res images here](#)

48. Can you share CAD files?

Please see CAD files for [Architecture](#) and [Food Service](#)

49. Can I submit several plans, one which involves minimal changes and another with more extensive changes?

Yes, you may submit a range of proposed improvements to the space.

50. For the East Café Complex, there's the arbor seating area — are we allowed to place a few removable furniture pieces there?

Yes, with departmental approval.

51. What 's the electricity power over there?

400A, 208/120V

52. Can you share sales report for West Café?

Please [click here](#) to view sales reports for the West Café from March 2025 – June 2025.

53. Can you share Electrical CAD files?

Please [click here](#) to view Electrical CAD files

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54. Does the tenant need to pay Real Estate taxes?

Please see the [City's Standard Lease](#) for information about taxes and assessments, including possessory interest (Section 6).

55. Is there an existing grease trap? What is the capacity?

Yes there is an existing grease trap in the garage-level prep room. We do not know its capacity.

56. How should we best indicate materials deemed proprietary to ensure the information does not become public (for example: bank statements)?

Please indicate private information with clear headings that state "Confidential, Do Not Share"

57. Is there any past indication of how much electricity and water might be? We can see that trash is roughly \$1300.

PGE bills from July 2024 to October 2024 have ranged from \$2,359 to \$3,651.

58. Can you share the CAD files for plumbing and mechanical?

[Please click here for Mechanical and Plumbing CAD files.](#)

59. What is the age of the HVAC system.

We do not have details on the age of the HVAC system.