

**REQUEST FOR PROPOSALS  
FOR  
CONSULTANT SERVICES FOR  
THE DEVELOPMENT OF AN EQUITABLE  
DISTRIBUTION OF COSTS PROGRAM  
ASSOCIATED WITH A SEISMIC RETROFIT  
PROGRAM**

**PUBLIC NOTICE IS HEREBY GIVEN** by the City of West Hollywood's Community Development Department inviting Requests for Proposals (RFP) from qualified consulting firms to assist with the analysis and development of a potential methodology for the equitable distribution of costs associated with the mandatory seismic retrofit of existing buildings in the City of West Hollywood. Proposals will be received in the Office of the City Clerk, 8300 Santa Monica Blvd, West Hollywood, CA 90069, up to the hour of **5:00 p.m. on Tuesday, May 24, 2016.**

A copy of the RFP can be downloaded from the City website by clicking on the link below:

[www.weho.org/rfp](http://www.weho.org/rfp)

Interested firms may submit questions in writing regarding this RFP via email to Cynthia Zabala at [czabala@weho.org](mailto:czabala@weho.org) **The deadline for written questions is Friday May 13, 2016, at 5:00 p.m.**

Anyone submitting a proposal or is on a proposal team shall not contact City personnel or City Council members regarding this RFP unless in the manner described above. From the time the City has released this RFP and throughout the evaluation period; any email, telephone, text message, social media post, face to face contact and/or non-fax communication, where there has been discussion of this RFP, may be the basis for a proposal being disqualified from consideration.

**ALL INTERESTED PERSONS/FIRMS** are invited to submit a proposal.

BY ORDER OF the City of West Hollywood.  
Yvonne Quarker, City Clerk

AFFIDAVIT OF POSTING

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City of West Hollywood )

I declare under penalty of perjury that I am employed by the City of West Hollywood in the Office of the City Clerk and that I posted this agenda on:

Date: \_\_\_\_\_

*May 10, 2016*

Signature: \_\_\_\_\_

*Alyson T. Pohlman*