

City of West Hollywood

Public Safety Department

Request for Qualifications Community Survey on Public Safety Related Services

The City of West Hollywood invites a professional consultant, or a team of consultants, to submit a State of Qualifications to prepare a "Citizens' Report Card" for the West Hollywood Sheriff's Department and to assess residents' overall satisfaction with public safety related services.

Instructions

Proposals shall be submitted in writing in a sealed envelope plainly marked on the outside: "Statement of Qualifications for the City of West Hollywood – Community Survey on Public Safety Related Services." **Two (2) copies shall be submitted no later than 5:00 PM, Monday, January 12, 2015.** (Proposals will not be accepted by facsimile or email.)

Proposals must be addressed as follows:

City Clerk
City of West Hollywood
8300 Santa Monica Blvd.
West Hollywood, CA 90069
Proposal: Community Survey on Public Safety Related Services

Proposals shall be typewritten and signed by a duly authorized officer of the proposer. Proposals shall be complete in all material respects in order to be considered.

All proposals shall include the following:

- A. An executive summary
- B. A brief history of the vendor's background and experience
- C. Complete answers to "Statement of Qualifications Submittal Information" on page 3 of the Request for Qualifications
- D. A proposed implementation plan
- E. Detail any exceptions to the full Request for Qualifications

For a full copy of the Request for Qualifications, please visit the City's website at www.weho.org/rfq. If you have any questions, please contact the Public Safety Department by email at kcook@weho.org.

The City reserves the right to reject any and all proposals and award the contract to the Contractor who best meets the requirements set forth in the Specifications.

Yvonne Quarker
City Clerk