



City of West Hollywood
California 1984

**REQUEST FOR PROPOSALS
FOR
Incentive Programs for Rehabilitation of Aging Privately Owned
Apartment Buildings, and Exploration of a Partial Cost Pass-
Through Program for Building Rehabilitation
IN THE CITY OF WEST HOLLYWOOD**

The City of West Hollywood is seeking an expert to identify, analyze and recommend incentive programs that the City could develop for the rehabilitation of aging privately owned apartment buildings. Additionally, the City is seeking an expert to explore potential cost sharing pass-through programs that could allow a property owner to pass-through some of the cost of rehabilitating buildings to tenants. The RFP is available at <http://www.weho.org/rsh>

The Procurement Schedule is as Follows:

RFP Schedule and Deadlines	Date
Announcement by the City	May 26, 2015
Submittal due date (3:00pm PST)	June 16, 2015
Screening process, proposal and pricing evaluation	June 16-17, 2015
Finalist(s) selected	June 18, 2015
Award contact and contract signing	June, 2015
Start date	July, 2015

Project

Develop a program that incentivizes rehabilitation of multi-unit residential rental property governed by the rent stabilization ordinance, that is, buildings built before July 1, 1979. The program must effectively balance the tenants' need for affordable housing and limited rent increases with the landlord's right to a fair return on his or her investment. "Rehabilitation work" in the context of the program refers to repairing or replacing major building systems such as plumbing, electrical, roof, structural, drainage, and elevators. The scope of the project does not include seismic upgrades.

Evaluation Criteria

Each Proposal shall be evaluated on the following criteria, weighting, and maximum points, as follows:

Criteria	Maximum Score
Cover Letter	10
Consultant's Capabilities	70
Project Team	10
Project Approach and Understanding	10
Total	100

Please Refer to Other Proposal Documents: The scope of work and proposal submission process is described in more detail in the Proposal Documents, available at www.weho.org/rsh. Proposers are strongly encouraged to review the Instructions for information regarding the submission of proposals.

Owner's Rights: The City of West Hollywood reserves the right to reject any and all proposals or to waive any irregularities or informalities in any proposals should it deem this necessary for the public good, and also the proposal of any Proposer who has been delinquent or unfaithful in any former contract with the City of West Hollywood and to take all proposals under advisement for a period of ninety (90) days. No proposer may withdraw its proposal for a period of ninety (90) days after the date from the opening thereof. The award of contract, if made, will be in accordance with the evaluation criteria provided in the specifications.

Point of contact for this project is Peter Noonan, at 323-848-6596 or via email at pnoonanweho.org.

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