

**NOTICE INVITING PROPOSALS
FOR
ON-CALL EMERGENCY SEWER REPAIR
AND CONSTRUCTION SERVICES
IN THE CITY OF WEST HOLLYWOOD**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood, invites proposals for providing professional on-call emergency sewer services to be received only by electronic submittal. Copies of the full Request for Proposals (RFP) are available at no cost from the City of West Hollywood's website at the following website address links:

<http://www.weho.org/city-hall/city-departments/public-works/bids>

or

<http://www.planetbids.com/portal/portal.cfm?CompanyID=22761>

The Request for Proposal (RFP) schedule is as follows:

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| • June 25, 2015 | | Date RFP issued |
| • July 13, 2015 | 4:00 pm | Deadline for requests for clarification and questions |
| • July 21, 2015 | 10:00 am | Deadline for proposal submission. Any proposals received after this deadline will be considered to be non-responsive. |

Scope of Work:

The City seeks proposals from interested and qualified contractors to enter into a two (2) year agreement to provide 24-hour, on-call emergency response for sewer repair and construction services to supplement the City's contracted maintenance service with the County of Los Angeles, in the event of line blockages due to damaged pipe on an as-needed basis. The contractor shall be capable of providing experienced, knowledgeable, and professional staff, who will be responsive and maintain a good working relationship with the residents, businesses, and City staff. The scope of work and proposal submission process is described in more detail in the Request for Proposal document.

Minimum Qualifications:

- The contractor shall have an Engineering Class A, Sewer Contractor Class C-42, or Pipeline Class C-34 license.
- All contractors and subcontractors shall be registered on an annual basis with the California Department of Industrial Relations (DIR).

- The contractor shall have the ability to obtain a \$1,000,000 insurance policy naming the City as an additional insured, in order to do work in the public right of way.
- The contractor must be available 24-hours a day, 7 days a week, and be able to respond on site within 2-hours for an emergency call out.

Evaluation Criteria:

- Qualifications of the contractor, project manager(s), foremen, and approach to providing the scope of work. (40%)
- Reference on previous project experience (30%)
- Schedule of Fees (30%)

Award of Contract:

The award of contract, if made, will be in accordance with the evaluation criteria provided in the Request for Proposal document. 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 Vendor 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 deadline for submission of proposals. The City may at its discretion select more than one contractor to provide services, if it is in the best interest of the City.

Point of Contact:

The City's primary contact for this Request for Proposals is Donn Uyeno, Senior Civil Engineer, and can be reached at (323) 848-6457, or by email at duyeno@weho.org. Communication or solicitation with other City of West Hollywood Officials or Employees regarding any aspect of this RFP is expressly prohibited and may result in disqualification.

BY ORDER OF the City of West Hollywood.

Yvonne Quarker
City Clerk