

**City of West Hollywood
Community Development Department
Long Range and Mobility Planning Division**

**REQUEST FOR PROPOSAL (RFP)
Citywide Car-Sharing Program**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood's Community Development Department is inviting qualified car-sharing service operators to respond to a Request for Proposals (RFP) for a citywide car-sharing program and will receive such proposals in the Office of the City Clerk, 8300 Santa Monica Blvd, West Hollywood, CA 90069, up to the hour of **4:30 p.m. on Friday, November 20, 2015.**

Instructions:

The Request for Proposals (RFP) will be posted and proposals will be submitted through the PlanetBids website:

<http://home.planetbids.com/vendors/>

The RFP will also be listed on the West Hollywood City Clerk's RFP/RFQ/Bid Notices webpage:

<http://www.weho.org/city-hall/city-clerk/public-notices/rfp-rfq-bid-notices>

Any questions regarding this RFP should be posted to the PlanetBids website by 5:00 p.m. on Monday, November 9, 2015. All submitted questions and responses to those questions will be posted on PlanetBids no later than Thursday, November 12, 2015.

No questions regarding this RFP will be answered over the phone or in person. Proposers that contact City personnel or City Council members after the City releases the RFP and throughout the evaluation period may have their proposals disqualified from consideration.

Interested firms must submit electronic and printed proposals on the PlanetBids website and to the City Clerk's Office as specified in the RFP no later than 4:30 p.m. on Friday, November 20, 2015. Proposals received after this time and date may be returned. Postmarks will not be accepted as proof of receipt. No oral, telephonic, faxed, or emailed proposals or modifications of proposals will be considered. The City reserves the right to reject any and all proposals and award the contract to the firm or team of firms who best meets the qualifications and requirements set forth in the RFP specifications.

ALL INTERESTED PERSONS are invited to submit a proposal.

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

AFFIDAVIT OF POSTING

State of California)
County of Los Angeles)
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: 10/29/15
Signature: Beth Thoma C