



City of West Hollywood
California 1984

ELECTRIC VEHICLE CHARGING STATIONS IN THE CITY OF WEST HOLLYWOOD

The City of West Hollywood as AGENCY, invites proposals for Electric Vehicle Charging Stations to be received only by submitting electronically at:

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

The Procurement Schedule is as Follows:

- November 12, 2015 Request for Proposal released.
- December 3, 2015 Deadline for Requests for Clarification – 1:00 p.m.
- December 10, 2015 Deadline for Proposal Submission – 10:00 a.m.

The City of West Hollywood is seeking proposals from qualified vendors to furnish, install, manage and maintain eight (8) electric vehicle charging stations with the ability to expand the number of stations. Copies of the proposal documents are available at no cost from the City of West Hollywood website <http://www.weho.org/city-hall/city-departments/public-works/public-works-proposals>

Minimum Qualifications

Proposer must be a responsible firm that has been in continuous existence and has provided continuous services for the relevant requirements contained herein for at least three (3) years. Less than the minimum required experience may eliminate that proposer from further consideration.

Evaluation Criteria

The evaluation criteria are outlined in the proposal documents.

Please Refer to Other Proposal Documents: The scope of work and proposal submission process is described in more detail in the Proposal Documents. In particular, Proposers are strongly encouraged to review the Instructions to Proposers for more complete 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 proposal documents.

Point of contact for this project is Helen Collins at 323-848-6895 or via email at hcollins@weho.org.

BY ORDER OF the City of West Hollywood.

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:

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Signature: B. Theria