

CITY OF WEST HOLLYWOOD
SUNSET STRIP SPECTACULAR
CREATIVE OFF-SITE ADVERTISING SIGN

ADDENDUM #1

Date Issued: December 7, 2015

Cover Page

All clarifications and changes detailed in this Addendum (**ITEM #1**) shall be incorporated into the work and made part of the Request for Proposals issued by the City of West Hollywood for the **Sunset Strip Spectacular**.

This Addendum shall take precedence over all other conditions, specifications and requirements in the Request for Proposal documents. Except as noted in this Addendum, all other provisions of the Request for Proposals issued for the **Sunset Strip Spectacular** shall remain. Deletions are indicated with a ~~strikethrough~~. Insertions are indicated with an underline.

All Proposers are required to acknowledge this Addendum online, prior to the submission of their Proposal.

ITEM #1: RFP Schedule

The RFP schedule is modified as follows:

- **Page 8:**

1.2 RFP Schedule

| ACTIVITY | DATE |
|---|--|
| RFP issued by the City | October 12, 2015 |
| Pre-proposal meeting | November 4, 2015 from 3:00-4:30pm at West Hollywood Library Community Meeting Room |
| All questions due | November 18, 2015; 5:00pm |
| Responses to questions posted | November 23, 2015 |
| Proposal due date | December 15, 2015 February 2, 2016 |
| Evaluation Committee to review proposals and decide on three (3) semi-finalists | Week of January 11, 2016 <u>March 4, 2016</u> |
| Public presentation of proposals by three (3) semi-finalists | Week of February 8, 2016 <u>April 13, 2016</u> |
| Interview of finalists | Week of February 15, 2016 <u>April 14, 2016</u> |
| Review of finalists | Week of February 22, 2016 April 25, 2016 |
| Contract award anticipated | April 18, 2016 <u>June 5, 2016</u> (or at completion of negotiations) |

*Tentative Dates

▪ **Page 24 (final three paragraphs of section 4.5 Qualifications):**

Each applicant should submit eight (8) bound and printed copies of their proposal **and one digital copy via the PlanetBids website** not later than 3pm on ~~December 15, 2015~~ February 2, 2016 to:

City Of West Hollywood
City Clerk's Office (The Sunset Strip Spectacular RFP Response)
8300 Santa Monica Boulevard
West Hollywood, CA 90069

NOTE: Proposals must be submitted to the West Hollywood City Clerk's Office. Proposals submitted after the specified time and date will not be accepted.

End of Items

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: 12-7-15
Signature: [Handwritten Signature]