



City of West Hollywood
California 1984

REQUEST FOR PROPOSALS
FOR
ON-CALL TRAFFIC CONTROL AND SPECIAL EVENT
SITE SERVICES
IN THE CITY OF WEST HOLLYWOOD

The City of West Hollywood as AGENCY, invites proposals for ON-CALL TRAFFIC CONTROL AND SPECIAL EVENT FENCING SERVICES to be received only by submitting electronically at <http://www.weho.org/city-hall/city-departments/public-works/public-works-proposals>. It is the sole responsibility of all proposers to make sure that all provided website links work properly prior to the submission deadline and that they set aside a sufficient amount of time to upload all of the required documents prior to the deadline for submission.

The Procurement Schedule is as Follows:

- August 18, 2016 Request for Proposal released
- August 25, 2016 Optional Pre-Proposal Conference – 8:00 a.m.
8300 Santa Monica Boulevard (City Hall)
- August 26, 2016 Deadline for Requests for Clarification – 1:00 p.m.
- September 2, 2016 Deadline for Proposal Submission – 10:00 a.m.

The work to be done consists of furnishing all materials, equipment, tools, labor, and incidentals as required by the Specifications and Contract Documents for the above stated work. The work consists of but is not limited to: on an as needed basis to furnish all labor, materials, services and equipment necessary for the planning, delivery, placement, maintenance, monitoring and removal of traffic control signage, barricades, delineators, K-Rails, temporary fencing panels and snow fencing for large to small scale events.

The awarded Agreement will be for on-call as needed services with indefinite quantities and no guaranteed compensation. Compensation will be determined based on unit pricing and proposal based pricing, upon delivery of fully satisfactory services.

Copies of the specifications and 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 and License Requirements

Contractor 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 five (5) years. Less than the minimum required experience may eliminate that proposer from further consideration.

The Contractor shall have the capacity to provide traffic control and event fencing for large scale events such as parades and specials events with attendance in excess of 100,000 people.

The Contractor shall have an active/valid State of California C31 - Construction Zone Traffic Control State License.

The Contractor shall have the staffing resources to produce traffic control plans stamped by an Engineer registered in the State of California.

The Contractor shall have the sufficient means and/or resources to provide the 24/7 emergency response capable of dispatching service personnel.

RESPONSIBILITIES OF THE CONTRACTOR

Any contract entered into pursuant to this notice will incorporate the provisions of the State Labor Code. Pursuant to the provisions of Section 1773.2 of the Labor Code of the State of California, the minimum prevailing rate of per diem wages for each craft, classification, or type of workman needed to execute the contract shall be those determined by the Director of Industrial Relations of the State of California, which are on file at the City Hall, City of West Hollywood, 8300 Santa Monica Boulevard, West Hollywood, California 90069, and are available to any interested party on request.

The City of West Hollywood's Living Wage Ordinance shall be followed when applicable. West Hollywood Municipal Code: Chapter 3.20 Living Wage Requirements for Service Contracts.

Department of Industrial Relations' monitoring and enforcement of prevailing wage laws

SB 854 amended the Labor Code to require all contractors bidding on a public works project to register with the Department of Industrial Relations (DIR) upon satisfaction of various statutory requirements and payment of a fee. The registration requirement took effect on July 1, 2014 to fund the Department of Industrial Relations' monitoring and enforcement of prevailing wage laws. Starting March 1, 2015, contractors and subcontractors must be registered before submitting a bid on a public works project, and must maintain current registration during the term of the project. The City may, from time to time, request evidence of current registration.

At the time of submission of this proposal, the proposer shall be registered with the Department of Industrial Relations (DIR) in accordance with the provisions of Section 1771.1 of the California Labor Code, as amended by SB 854. No public work contract may be awarded to a non-registered contractor or subcontractor. All listed sub-contractors shall be registered as well.

Evaluation Criteria

- **Prior Relevant Experience**
- **Capacity to Provide Services**
- **Contractor/Subcontractor Equipment Inventory**
- **Fee Schedule**

Special Note: The first special event requiring the services of the awarded contractor will be the City of West Hollywood's Annual Halloween Event (large scale), on October 31, 2016.

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 Megan Reath at 323-848-6495 or via email at mreath@weho.org.

BY ORDER OF the City of West Hollywood.

By: 
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: 8-18-16
Signature: 