

City of West Hollywood

Public Safety Department

Request for Proposals (RFP) for Consultant Services for Video System Design

The City of West Hollywood ("City") desires to hire one or more qualified consultants to assist City staff with designing a video system in a public space. This assistance (as detailed in the Request for Proposal) should include initial site analysis of proposed camera locations, technical advice, and general advisory services regarding design and implementation of a video system in a public space

A copy of the full Request for Proposal (RFP) is 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/public-works-bids> -or-
<http://www.planetbids.com/portal/portal.cfm?CompanyID=22761>

The City hopes that a Contractor can achieve the following:

- Provide analysis of capabilities of 14 selected locations to serve as locations of video surveillance;
- Consider additional locations for safety cameras;
- Provide advice on recommended video camera technical capabilities;
- Evaluate City's existing video system in regards to its capability to be expanded upon for a larger video system throughout the City;
- Help the City develop a video system in public places.

Instructions

Proposals shall be submitted in writing in a sealed envelope plainly marked on the outside: "Proposal: Video System in a Public Space Consultant Services." **Two (2) copies of the proposals shall be submitted no later than 4 PM on Thursday, January 5, 2017.** (Proposals will not be accepted by facsimile or email.)

Proposals must be addressed as follows:

City Clerk
City of West Hollywood
8300 Santa Monica Boulevard
West Hollywood, CA 90069
Proposal: Video System in a Public Space Consultant Services

Proposals shall be typewritten and signed by a duly authorized officer of the proposer. Proposals shall be complete in order to be considered.

All proposals shall include the following:

- A. A letter of transmittal
- B. An executive summary
- C. General vendor information
- D. Complete answers to Section 2 of the full RFP
- E. An implementation plan
- F. Detail any exceptions to the full RFP

For a full copy of the Request for Proposals (RFP) please contact the City Clerk's office at 323-848-6365 or the Public Safety Department by email at lcampbell@weho.org. The primary contact for this RFP is Lily Campbell, Public Safety Administrative Analyst, (323) 848-6831.

The City reserves the right to reject any and all proposals and award the contract to the Contractor who best meets the requirements set forth in the Specifications.

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: November 21, 2016

Signature: [Handwritten Signature]