

City of West Hollywood Request for Proposals (RFP) Smart City Strategic Plan

Introduction

The City of West Hollywood ("City") seeks to retain the services of a highly qualified Consulting Firm ("Consultant") experienced in successfully managing and completing multifaceted smart city strategic plans, including exploration of smart city technologies, privacy policies, data analysis strategies, funding and partnership opportunities, among other components that focus on Sustainability, Mobility, Access, Resilience, and Transparency to improve the quality of life of citizens. These smart technologies will create more efficient systems and better informed citizens, moving from departmental solutions to a citywide approach to solving problems, creating economies of scale and improved community benefits. These will in turn create a more vibrant place to live, work, and play with enhanced opportunities for economic development, resource efficiency, sustainability mitigation, and community engagement.

For a full copy of the Smart City Strategic Plan Request for Proposals (RFP) with detailed instructions, please contact the City Clerk's office at 323-848-6409, or visit the City's RFP/RFQ/BID web page at <http://www.weho.org/rfp> or the PlanetBids system at <http://bit.ly/2jwkK0r>.

Questions or Clarifications Pertaining to the RFP

All questions or requests pertaining to this RFP shall be submitted via PlanetBids only (<http://bit.ly/2jwkK0r>) no later than February 14, 2017 at 5pm Pacific Time. City responses will be posted on a timely basis so Proposers are encouraged to submit questions or requests for clarifications early in the process. Final responses by the City will be posted by February 18 at 14pm Pacific Time. No questions regarding this RFP will be answered over the phone or via email. 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.

Submittal Instructions

The deadline for submitting Proposals is **February 28, 2017 no later than 4:00 P.M. (Pacific Time)**.

The Proposer shall submit one (1) digital copy of the submission on PlanetBids (<http://bit.ly/2jwkK0r>). Proposals received after this time and date shall be disqualified. No oral, telephonic, faxed, emailed, or telegraphic proposals or modifications of proposals shall be considered.

PlanetBids Submission

The Proposer is solely responsible for "on time" submission of their electronic proposal via PlanetBids through the following link: <http://bit.ly/2jwkK0r>. The City will only consider proposals that have been transmitted successfully and have been issued an e-bid confirmation number with a time stamp from the PlanetBids Bid Management System indicating that proposal was submitted successfully. Proposer shall be solely responsible for informing itself with respect to the proper utilization of the bid management system, for ensuring the capability of their computer system to upload the required documents, and for the stability of their internet service. Failure of the proposer

to successfully submit an electronic proposal shall be at the Proposer's sole risk and no relief will be given for late and/or improperly submitted proposals. Proposers experiencing any technical difficulties with the proposal submission process may contact PlanetBids at (818) 992-1771. Neither the City, nor PlanetBids, makes any guarantee as to the timely availability of assistance, or assurance that any given problem will be resolved by the submission deadline.

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

City Clerk
Yvonne Quarker

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: 1-31-17

Signature: C. Ram