

City of West Hollywood

Request for Proposal (RFP)

SHUTTLE SERVICE OPERATOR FOR THE PICKUP ENTERTAINMENT TROLLEY SERVICE

The City of West Hollywood is seeking proposals from qualified shuttle operators to provide vehicles and drivers for The Pickup, the City of West Hollywood's entertainment trolley service. The successful operator will be awarded a three-year contract with two (2) one-year options to renew.

The successful operator shall operate three trolley-style vehicles along The Pickup's existing route, which runs along Santa Monica Boulevard between Robertson Avenue and La Brea Avenue. Operator shall maintain fifteen minute headways and stop at the service's designated stop locations.

Shuttle hours of operation are 8:00 p.m. through 3:00 a.m. on Fridays and Saturdays and from 2:00 p.m. through 10:00 p.m. on Sundays. In addition to its regular service hours, the service operates on seven "nightlife holidays" that may fall on other days of the week.

Instructions:

The deadline for submitting Proposals is **Monday, March 6, 2017 by 5:00 PM**

Proposals shall be submitted in writing in a sealed envelope marked on the outside: "Sealed Proposals for The Pickup Operator RFP." Three bound copies and one .PDF of the proposal shall be submitted to the Office of the City Clerk by 5:00 PM on March 6, 2017. No oral, telephonic, or telegraphic proposal or modification of proposal will be considered.

Proposals must be addressed as follows:

Office of the City Clerk
City of West Hollywood
8300 Santa Monica Blvd.
West Hollywood, CA 90069
Re: The Pickup Operator RFP

Proposals shall be typewritten and signed in ink by the president, chief executive officer, or individual authorized to act on behalf of the company, with current Power of Attorney if applicable. The name and mailing address of the individual submitting the proposal must be provided. Proposals shall be complete in all material respects in order to be considered.

For a full copy of the Request for Proposal (RFP) please visit www.weho.org/rfp or contact the City's Social Services Division at 323-848-6454 or by e-mail at fgomez@weho.org.

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: February 6, 2017

Signature: [Handwritten Signature]