

# REQUEST FOR PROPOSALS

## FOR CONSULTANT SERVICES FOR PREPARATION OF UPDATE TO HISTORIC CONTEXT STATEMENT AND CITYWIDE SURVEY OF RESIDENTIAL PROPERTIES IN THE R2, R3, AND R4 MULTIPLE-FAMILY ZONING DISTRICTS

**PUBLIC NOTICE IS HEREBY GIVEN** that the City of West Hollywood's Planning and Development Services Department, invites qualified consulting firms, meeting the *Secretary of the Interior's Standards*, to respond to a Request for Proposals (RFP) to prepare an update to the historic context statement and conduct a citywide survey of residential properties in the R2, R3, and R4 Multiple-Family Zoning Districts. Proposals shall only be submitted electronically. A copy of the full RFP is available from the City of West Hollywood's website at the following address links:

<https://www.weho.org/city-government/city-departments/public-works/bids>

or

<http://www.planetbids.com/portal/portal.cfm?CompanyID=22761>

Proposals shall be submitted only through the City's online bidding portal no later than **11:59 pm, January 13, 2020**. No oral, telephonic, or telegraphic proposal questions or modification of proposal will be considered.

Interested firms may submit questions regarding the RFP through the City's online bidding portal no later than **4:00 pm, January 6, 2020**.

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

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

**BY ORDER OF the City of West Hollywood**  
Yvonne Quarker, City Clerk

AFFIDAVIT OF POSTING

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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: December 19, 2019

Signature: Alyssa Pineda