

# City of West Hollywood

## Long Range Planning Division

### Request for Proposals (RFP) for Fountain Avenue Protected Bicycle Lanes Feasibility Study

The City of West Hollywood invites qualified firms to respond to this RFP for professional transportation planning services to conduct a feasibility study for the implementation of protected bicycle lanes along the entire length of Fountain Avenue within the City of West Hollywood.

A copy of the full Request for Proposal (RFP) is available at no cost from the City of West Hollywood at the following website address links:

City of West Hollywood: <http://www.weho.org/rfp> -or- PlanetBids: <https://bit.ly/2mefdSO>

#### Proposal Package

All proposals shall include the following:

- Cover Letter
- Executive Summary
- Company Background
- Scope of Work
- Professional Services
- Fee schedule
- References

The Consultant should submit email one (1) digital copy of the submission on PlanetBids <https://bit.ly/2mefdSO> no later than **Tuesday, August 31, 2021 5:00 PM PST**. Proposals received after this time and date shall be disqualified and unopened. Postmarks will not be accepted as proof of receipt. No oral, telephonic, faxed, emailed, or telegraphic proposals or modifications of proposals will be considered.

Questions regarding this Request for Proposal should be sent in PlanetBids by 12 Noon on August 16, 2021.

#### Evaluation Criteria

- Project Approach
- Experience
- Project Team Qualifications
- Project Cost

## Procurement Schedule

- RFP releases: July 29, 2021
- Final date for submitting questions: August 16, 2021(12 noon)
- City to respond to questions by: August 20, 2021
- Final date for submitting the RFP: August 31, 2021 (5 PM PST)
- Consultant selection: September 6, 2021
- Awarding and signing of contract: October 16, 2021
- Contract begins: November 1 2021

## BY ORDER OF THE CITY OF WEST HOLLYWOOD

Melissa Crowder  
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 this document was posted on:

Date: July 29, 2021  
Signature: \\Alyssa T. Poblador\  
Office of the City Clerk