

**CITY OF WEST HOLLYWOOD
REQUEST FOR QUALIFICATIONS (RFQ)
FOR
GROUP AND MEETING FACILITATOR**

NOTICE IS HEREBY GIVEN of a Request For Qualifications (RFQ) for qualified group and meeting facilitators.

Questions related to this RFQ will be accepted up until the hour of 4:00 p.m. on October 14, 2021. Responses to Questions regarding the RFQ will be posted to PlanetBids.

Replies to the RFQ will be accepted online up until the hour of **4:00 p.m. on October 18, 2021.**

Applications must be submitted online as outlined in the City's RFQ document to be considered.

Request For Qualifications (RFQ) documents may be obtained online at <https://www.weho.org> or at <https://pbsystem.planetbids.com/portal/22761/portal-home>

The City of West Hollywood reserves rights to reject any and all submissions, and/or elect not to proceed with the project should it deem appropriate for the public good.

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: September 30, 2021
Signature: \\Alyssa T. Poblador\
Office of the City Clerk