

**CITY OF WEST HOLLYWOOD  
REQUEST FOR PROPOSALS  
CONSULTING AND PROJECT MANAGEMENT SERVICES**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood as AGENCY, invites Requests for Proposals (RFP) for the above stated services and will only receive such proposals no later than the hour of **3:00 P.M. on Tuesday, February 15, 2022.**

The City of West Hollywood is inviting proposals from qualified individuals or firms interested in providing CONSULTING AND PROJECT MANAGEMENT SERVICES for an initial term of one (1) year.

**INSTRUCTIONS:**

A Copy of the RFP can be downloaded from the City's website at: [www.weho.org/rfp](http://www.weho.org/rfp)

Proposals must be submitted electronically on the City's bid portal: <https://www.weho.org/city-government/city-departments/public-works/bids>

**DEADLINE FOR PROPOSAL SUBMISSION:**

Proposals must be submitted through the online portal by **3:00 PM on Tuesday, February 15, 2022**, to be eligible for this RFP.

**QUESTIONS:**

All questions concerning this solicitation must be submitted online via the Q&A section of the bid management software. The official responses to questions or requests for interpretation to this solicitation will be posted on the Q&A section of the bid management software.

The cut-off for the submission of questions or deviations shall be **3:00 P.M. on Tuesday, February 8, 2022**. Any information resulting from questions that causes a material change in the solicitation will be posted on the Addenda & Emails section of the bid management system as an addendum.

All questions received will be responded to via the online bid portal by Thursday, February 10, 2022.

Point of contact for this project is Coby Wagman 323-848-6514 or via email at [cwagman@weho.org](mailto:cwagman@weho.org)

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: February 1, 2022  
Signature: \\Alyssa T. Poblador\  
Office of the City Clerk