

**CITY OF WEST HOLLYWOOD
REQUEST FOR PROPOSALS (RFP)
FOR FARMERS' MARKET MANAGEMENT AND OPERATIONS**

PUBLIC NOTICE IS HEREBY GIVEN that a Request for Proposals, (RFP), for the management and operation of the City of West Hollywood's Farmers' Market. The purpose of the RFP process is to identify qualified individuals that meet the City's criteria and instructions outlined in the RFP document.

A mandatory pre-proposal meeting will take place on **March 21, 2022** at 11:00 a.m. to view the Farmers' Market. The meeting will begin at the Information Booth located within the Market at Plummer Park, North Lot, 1200 Vista St., West Hollywood, CA 90046. Late arrivals may not be permitted to attend the pre-proposal meeting.

All proposals shall be 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 making the proposal must be provided. Proposers shall submit one (1) electronic PDF copy of their proposal to the PlanetBids submittal portal.

Proposals will be accepted up to the hour of 5:00 p.m. on Wednesday, April 20, 2022.

Any errors, omissions, or discrepancies found in RFP documents shall be called to the attention of the City by submission of a written request for clarification or question. Such submission, if any, must be sent using the "Q&A" tab of the electronic proposal system at:

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

Request For Proposals (RFP) documents may be obtained online at
<https://www.weho.org/city-government/city-clerk/public-notice/rfp-rfq-bid-notice>

&

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

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 24, 2022
Signature: \\Kimberle English\
Office of the City Clerk