



**REQUEST FOR PROPOSALS  
PUBLIC HOUSEKEEPING TRAINING ORGANIZATION  
IN THE CITY OF WEST HOLLYWOOD  
(REVISED 03-25-2022)**

**Please note: The deadline for submitting proposals for qualified organizations interested in being certified as a Public Housekeeping Training Organization has been extended to Friday, April 1, 2022 at 4:00 p.m. Pacific Time (PT).**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood is requesting proposals from qualified organizations interested in being certified as a Public Housekeeping Training Organization according to specifications set forth in this Request for Proposals (RFP). **Proposals must be submitted electronically at <https://pbsystem.planetbids.com/portal/22761/portal-home> for the above stated work and will only receive such submissions up until the hour of 4:00 p.m. (PT) on Friday, March 25, 2022.**

**Procurement Schedule**

- Friday, February 25, 2022: Request for Proposal Issued by the City
- Friday, March 11, 2022 – 4:00 pm (PT): Deadline for Questions
- Friday, March 25, 2022 – 4:00pm (PT): Deadline for Proposal Submission

**Instructions**

Copies of the RFP and associated documents are available for free from the City's website at: <http://www.weho.org/bid>, and on the City's electronic bidding portal: <https://pbsystem.planetbids.com/portal/22761/portal-home>.

**Questions**

All questions concerning this RFP must be submitted online using the "Q&A" tab of the electronic proposal system at: <https://pbsystem.planetbids.com/portal/22761/portal-home>. The official responses to questions or requests for interpretation of this RFP will be posted on the Q&A section of the bid portal.

The City reserves the right to reject any and all proposals and award the contract to the Vendor(s) who best meets the requirements set forth in the Specifications.

Point of Contact for this submission is Paolo Kespradit (323) 848-6556 or via email at [pkespradit@weho.org](mailto:pkespradit@weho.org).

BY ORDER OF THE CITY OF WEST HOLLYWOOD  
Melissa Crowder, City Clerk

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**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 March 25, 2022  
Signature: \\Kimberle English\\  
Office of the City Clerk