

**NOTICE INVITING PROPOSALS
FOR
DECORATIVE LANTERN PROJECT
MID-CITY LIGHTING
CIP 2304**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood, as AGENCY, is inviting qualified bidders to submit proposals to furnish and install a decorative lantern project along Santa Monica Blvd in the City of West Hollywood. Proposals shall only be submitted electronically. A copy of the full Request for Proposals (RFP) is available at no cost from Planet Bids at the following website address link:

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

The Request for Proposal (RFP) Schedule is as Follows:

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|---|--|----------------|--|
| • | September 22, 2022 | | Date RFP issued |
| • | October 12, 2022 | 5:00 pm | Deadline for requests for clarification and questions |
| • | October 19, 2022 | 5:00 pm | Answers to requests for clarification and questions posted |
| • | October 26, 2022 electronically | 5:00 pm | Deadline for proposals submission |

Any proposals received after this deadline will be considered non-responsive.

Pre-Bid Meeting:

None. Prospective bidders are responsible to fully acquaint themselves with the conditions of the City of West Hollywood and the proposed project.

Scope of Work:

The City of West Hollywood is inviting qualified bidders to submit proposals to furnish and install a decorative lantern project along Santa Monica Blvd. The project will be installed along Santa Monica Boulevard from Crescent Heights Boulevard to Olive Drive. The qualified bidders must prepare a sample layout presentation of the project.

The Request for Proposals (RFP) is for a permanent commercial-grade system of illuminated lanterns that would be compliant with any Los Angeles County Fire Department regulations and be programmable with lighting configurations for effects for various events throughout the year, such as changing colors or other functional features. The proposed project will consist of strings of exterior decorative lights affixed to the tops of the existing streetlight poles and extending along and across Santa Monica Boulevard. The scope of work includes furnishing, installing, and maintaining the decorative lantern system.

Duration/Term:

The City seeks to award a contract for furnishing and installing the decorative lantern system and providing 3 years of maintenance for the system with no additional cost to the City.

Minimum Qualifications

Proposer must demonstrate an understanding of the project and experience with the construction and installation of decorative lantern arrangements. Proposer must be a responsible bidder that

has been in continuous existence and has provided continuous services for the relevant requirements contained herein for at least three (3) years. Less than the minimum required experience may eliminate that proposer from consideration. Contractor and all subcontractors shall be registered on an annual basis with the California Department of Industrial Relations (DIR). The successful bidder shall be licensed in accordance with provisions of the Business and Professions Code and shall possess a **State Contractor's License Class A** or a **Class C-10 Electrical Contractor's License** at the time this contract is awarded.

The contractor shall have the ability to obtain the required insurance policy naming the City as additional insured in order to do work in the public right of way. See insurance requirements in the specifications.

Award of Contract:

The award of contract, if made, will be to the lowest responsible Bidder as determined solely by the City of West Hollywood. The City of West Hollywood reserves the right to reject any and all proposals or to waive any irregularities or informalities in any proposals should it deem this necessary for the public good, and also the proposal of any Vendor who has been delinquent or unfaithful in any former contract with the City of West Hollywood and to take all proposals under advisement for a period of ninety (90) days. No proposer may withdraw its proposal for a period of ninety (90) days after the deadline for submission of proposals. The City may at its discretion select more than one contractor to provide services, if it is in the best interest of the City.

The AGENCY will deduct five (5) percent retention from all progress payments. The Contractor may substitute an escrow holder surety of equal value to the retention. The Contractor shall be beneficial owner of the surety and shall receive any interest thereon.

Point of Contact:

The City's primary contact for this Request for Proposals is Richard Garland, who can be reached at (323) 848-6457 or via email at rgarland@weho.org. Communication or solicitation with other City of West Hollywood Officials or Employees regarding an aspect of this RFP is expressly prohibited and may result in disqualification.

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 I posted this agenda on:

Date: September 22, 2022

Signature: Melissa Crowder
Office of the City Clerk