

**CITY OF WEST HOLLYWOOD
NOTICE OF REQUEST FOR PROPOSALS**

**PROFESSIONAL ENGINEERING DESIGN SERVICES FOR
LA BREA AVE PEDESTRIAN LIGHTING IMPROVEMENT PROJECT**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood invites proposals from qualified consultants to provide professional engineering design services for the La Brea Ave Pedestrian Lighting Improvement Project. Proposals shall only be submitted electronically. A copy of the full Request for Proposals (RFP) is available at no cost from the City of West Hollywood's website at:

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

The Request for Proposal (RFP) schedule is as follows:

- July 17, 2023 Date RFP issued
- August 3, 2023, 5:00 pm Deadline for requests for clarification and questions
- August 10, 2023, 5:00 pm Answers of requests for clarification and questions posted

- **August 17, 2023, 5:00 pm Deadline for proposal submission electronically.**

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

Minimum Qualifications

Licensed Engineer, State of California, for appropriate elements, such as structural for any foundation design, electrical for any electrical design, etc.

Evaluation Criteria

50% Qualifications/expertise of company/team & similar prior project experience/references

- 1) Experience with similar kinds of work.
- 2) Understanding of the work to be done and the ability to meet project deadlines.
- 3) Technical qualifications of staff for work to be done.
- 4) Possession of any necessary certifications, permits, degrees, licenses, etc. required to perform the work.

50% Schedule of Fees

- 1) Lump sum fees.
- 2) Hourly rates of various job titles/crew designations.

Award of Contract

The award of contract, if made, will be in accordance with the evaluation criteria provided in the Request for Proposals document. 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.

Point of Contact

The City's primary contact for this Request for Proposals is Walter Davis, who can be reached at (323) 848-6328 or via email at wdavis@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 this document was posted on:

Date: July 18, 2023
Signature: \\Alyssa T. Poblador\
Office of the City Clerk