

**CITY OF WEST HOLLYWOOD  
REQUEST FOR PROPOSAL (RFP)**

**FABRICATION OF TRACES FOR  
STORIES: THE AIDS MONUMENT PROJECT  
PROCUREMENT NUMBER: CIP-41-02-RFP**

PUBLIC NOTICE IS HEREBY GIVEN that the City of West Hollywood ("City"), is accepting proposals ("Proposals") from potential vendors ("Vendors") for Fabrication of Traces ("Equipment") for STORIES: The AIDS Monument (the "Project" or "Monument"). The deadline to submit a final proposal is no later than the hour of **5:00 p.m.** local time, Los Angeles, CA, on **Thursday, November 9, 2023**.

The City plans to contract with a Vendor for construction of the Equipment for an outdoor art monument commemorating the devastation and impact of HIV/AIDS worldwide. The scope of work for the Project includes shop drawings, fabrication, and delivery of the Equipment to the Project site, and coordination with the general contractor ("Contractor"), who will perform the final installation of the Equipment.

Copies of the RFP and associated documents are available for free from the City's vendor portal at <https://www.planetbids.com/portal/portal.cfm?CompanyID=22761>. The City hereby affirmatively ensures that minority business enterprises will be afforded full opportunity to submit a PQP in response to this notice and will not be discriminated against on the basis of race, color, national origin, ancestry, gender, religion, sexual orientation, or handicap in any consideration leading to the award of contract. More information about Stories: The AIDS Monument can be found here: <http://www.weho.org/city-government/city-manager/projects-current-on-the-boards/aids-monument>.

If a proposer is experiencing any difficulties logging into PlanetBids or uploading its documents, it is the proposers, sole responsibility to resolve those issues well in advance of the proposal submission deadline.

*The selection of the Vendor will be in accordance with the procurement requirements of Public Contract Code section 22160 et seq. and the selected Vendor will be required to follow, among other things, the Public Contract Code, the Labor Code, and the following provisions.*

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations ("DIR"). No proposal in response to the RFP will be accepted nor any contract entered into without proof of the selected Vendors' and their subcontractors' current registration with the Department of Industrial Relations to perform public work. If awarded a contract, the Vendor, and its subcontractors, of any tier, shall maintain active registration with the Department of Industrial Relations for the duration of the Project. Please review the registration requirements for all trades and professional services.

Any contract entered into pursuant to the RFP will incorporate the provisions of the State Labor Code. Pursuant to the provisions of Section 1773.2 of the Labor Code of the State

of California, the minimum prevailing rate of per diem wages for each craft, classification, or type of work person needed to execute the contract shall be those determined by the DIR of the State of California, which are on file at the City Hall, City of West Hollywood, 8300 Santa Monica Boulevard, West Hollywood, California 90069, and are available to any interested party on request. It shall be mandatory upon the Vendor to whom the contract is awarded, and upon any subcontractors, to comply with all Labor Code provisions, which include but are not limited to the payment of not less than the said specified prevailing wage rates to all workers employed by them in the execution of the contract, employment of apprentices, hours of labor and debarment of contractors and subcontractors. This Project is subject to compliance monitoring and enforcement by the DIR.

The City of West Hollywood's Living Wage Ordinance shall be followed when applicable. The Living Wage Ordinance may be found at West Hollywood Municipal Code: Chapter 3.20 Living Wage Requirements for Service Contracts.

Attention is directed to the provisions of Section 1777.5 (Chapter 1411, Statutes of 1968) and 1777.5 of the Labor Code concerning the employment of apprentices by the Contractor or any such subcontractor under him. Affirmative action to ensure against discrimination in employment practices on the basis of race, color, national origin, ancestry, sex, religion, sexual orientation, or handicap will also be required.

The selected Vendor will be required to take affirmative action to ensure against discrimination in employment practices on the basis of race, color, national origin, ancestry, gender, religion, sexual orientation, or handicap.

It is agreed that all Contractors and subcontractors of whatever tier, if awarded contracts for work covered by this Agreement, shall be required to accept, and be bound to the terms and conditions of a Project Labor Agreement, and shall evidence their acceptance by the execution of the Letter of Assent prior to the start of any work.

The selected Vendor offers and agrees to assign to the awarding body all rights, title, and interest in, and to, all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Section 15), or under the Cartwright Act (Chapter 2 [commencing with Section 16700] of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, services, or materials pursuant to the public works contract or the subcontract. This assignment shall be made and become effective at the time the awarding body tenders final payment to the Vendor, without further acknowledgement by the parties.

**Bid, Performance, and Payment Bonds:**

The selected Vendor will be required to furnish insurance certificates and endorsements as described in the RFP, a bid bond for 10% of the project total, a performance bond in the amount of one hundred percent (100%) of the contract price, and a payment (material and labor) bond in the amount of one hundred percent (100%) of the contract price on the forms provided, and in the manner described in the RFP. Only bonds executed by an admitted surety insurer, as defined in Code of Civil Procedure Section 995.120, shall be accepted. The surety must be a California-admitted surety with a current A.M. Best's rating no less than A: VII and satisfactory to the Agency.

**Requests for Clarification and Questions:** All questions, requests for interpretations or clarifications, either administrative or technical must be submitted using the “Q&A” tab on the City’s online bidding portal at <https://www.planetbids.com/portal/portal.cfm?CompanyID=22761> (“PlanetBids”). All written questions, if answered, will be answered in writing, conveyed to all interested firms, and posted on PlanetBids. Oral statements by any persons should be considered unverified information unless confirmed in writing. To ensure a response, questions must be received in writing by **5:00 p.m.** local time, Los Angeles, CA, on **Thursday, October 26, 2023**.

**Evaluation Criteria:** The proposal evaluation criteria includes:

1. Proposed cost to provide the Equipment.
2. Experience and history of fabricating similar equipment for a public agency.
3. Proposed fabrication and delivery schedule.
4. Quality of control sample.
5. Equipment technical specifications and proposed method to provide the Equipment.
6. Completeness, thoroughness, clarity, and neatness of proposal.

**License Requirements:** Pursuant to Section 7028.15 of the Business and Professions Code and Section 3300 of the Public Contract Code, the selected Vendor must possess proper licenses for performance of the Project.

Point of contact for this project is Michael Barker at (323) 848-6483, or via email at [mbarker@weho.org](mailto:mbarker@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: October 9, 2023  
Signature: \\Alyssa T. Poblador\  
Office of the City Clerk