

**CITY OF WEST HOLLYWOOD
REQUEST FOR PROPOSALS (RFP)
FOR CITYWIDE COMPETENCY MODEL, CLASSIFICATION ANALYSIS,
AND COMPENSATION STUDY**

NOTICE IS HEREBY GIVEN of a Request for Proposals (RFP) seeking services of a qualified firm that can provide Citywide Competency Model, Classification Analysis, Compensation Study, and related services for the City of West Hollywood.

TENTATIVE PROCUREMENT SCHEDULE

REQUEST FOR PROPOSALS RELEASED:	April 18, 2024
DEADLINE FOR SUBSTANTIVE QUESTIONS:	May 2, 2024
DEADLINE FOR PROPOSALS SUBMITTAL:	May 20, 2024
ANNOUNCEMENT OF SHORT-LISTED FIRMS:	May 30, 2024
INTERVIEWS WITH SHORT-LISTED FIRMS:	June 10-13, 2024
SELECTION NOTIFICATION:	June 20, 2024

Replies to the RFP will be accepted online up until the hour of **5:00 P.M. Pacific Time on Monday, May 20, 2024.**

Proposals must be submitted online as outlined in the City's RFP document to be considered. Request for Proposals (RFP) documents may be obtained online at <https://www.weho.org/rfp>.

Questions regarding the RFP should be directed to Cienna Leung at (323) 848-6365 or by email to cleung@weho.org.

The City of West Hollywood reserves rights to reject all submissions, and/or elect not to proceed with the project should it deem appropriate for the public good.

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: April 18, 2024
Signature: \\Alyssa T. Poblador\
Office of the City Clerk