

NOTICE INVITING PROPOSALS  
FOR  
PROFESSIONAL CIVIL ENGINEERING DESIGN SERVICES  
FOR A NEW TRAFFIC SIGNAL  
IN THE CITY OF WEST HOLLYWOOD

**PUBLIC NOTICE IS HEREBY GIVEN** that the City of West Hollywood, invites proposals for providing professional civil engineering design services received only by electronic submittal. Copies of the full Request for Proposals (RFP) are available at no cost from the City of West Hollywood's website at the following website address links:

<http://www.weho.org/city-hall/city-departments/public-works/bids>

or

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

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

- March 15, 2019                      Date RFP issued
- March 29, 2019      5:00 pm      Deadline for requests for clarification and questions
- **April 8, 2019      5:00 PM      **Deadline for proposal submission electronically.** Any proposals received after this deadline will be considered to be non-responsive.**

**Scope of Work:**

The City seeks proposals from interested and qualified civil engineering firms, licensed in the State of California, for the preparation of conceptual alternative layout plans for usage by City staff in community meetings as well as final bid documents, specifications, and cost estimates for the construction of a new traffic signal at the City boundary with the City of Los Angeles, located at the intersection of Fountain Ave and Poinsettia Place.

**Minimum Qualifications:**

Licensed Civil Engineer, State of California.

**Evaluation Criteria:**

- Qualifications of the project team and approach to providing the scope of work. (50%)
- Schedule of Fees (50%)

**Award of Contract:**

The award of contract, if made, will be in accordance with the evaluation criteria provided in the Request for Proposal document. The City of West Hollywood reserves the right to reject any

CITY OF WEST HOLLYWOOD REQUEST FOR PROPOSALS  
PROFESSIONAL CIVIL ENGINEERING DESIGN SERVICES FOR FOUNTAIN AVENUE & POINSETTIA

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 Richard Garland, Principal Traffic Engineer, and can be reached at (323) 848-6457, or by email at [rgarland@weho.org](mailto:rgarland@weho.org). Communication or solicitation with other City of West Hollywood Officials or Employees regarding any aspect of this RFP is expressly prohibited and may result in disqualification.

**BY ORDER OF** the City of West Hollywood

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: 2-13-19  
Signature: C. Rao