

The City of Bellflower

Families. Businesses. Futures.

16600 Civic Center Drive, Bellflower, CA 90706

Tel 562.804.1424 Fax 562.925.8660 www.bellflower.org



**CITY OF BELLFLOWER
NOTICE OF REQUEST FOR PROPOSALS FOR COMPLETE IN-
HOUSE BUILDING DIVISION OPERATIONS AND FIRE PLAN
CHECK REVIEW AND INSPECTION SERVICES**

TAKE NOTICE that the City of Bellflower will receive Proposals for Complete In-House Building Division Operations and Fire Plan Check Review and Inspection Services.

Proposals will be received at the City Clerk's Office, Bellflower City Hall, 16600 Civic Center Drive, Bellflower, CA 90706 until 12:00 p.m. on Thursday, April 25, 2024. POSTMARKS WILL NOT BE ACCEPTED. All Proposals must be clearly marked, "REQUEST FOR PROPOSALS NO. PL-2024-01 FOR COMPLETE IN-HOUSE BUILDING DIVISION OPERATIONS AND FIRE PLAN CHECK REVIEW AND INSPECTION SERVICES – DO NOT OPEN WITH REGULAR MAIL" and must be delivered to the City Clerk's Office during business hours of 8:00 a.m. to 5:30 p.m., Monday through Thursday, and 8:00 a.m. to 4:30 p.m., alternating Fridays.

Submit three (3) copies of your Proposal in a sealed, properly labeled envelope. PLEASE NOTE THAT ANY SUBMITTED PROPOSAL IS A PUBLIC RECORD AND ALL INFORMATION PROVIDED MAY BE SUBJECT TO PUBLIC INSPECTION.

It should be understood that the final fee will be negotiated with the City. All submitted proposals will be reviewed and analyzed by City staff and the submittals which best meet the City's needs will be selected for further analysis. The best qualified will be invited to negotiate a final fee.

The City of Bellflower reserves the right, in its sole discretion during the selection process, to reject any or all submittals or any portion without exception or explanation.

For questions regarding this RFP or parties interested in obtaining a Request for Proposals (RFP) package (at no cost) should contact:

City of Bellflower - Planning Department
Elizabeth C. Oba, Director of Planning and Building Services
(562) 804-1424, ext. 2276
eoba@bellflower.org

SUBMITTAL DEADLINE:

TO BE CONSIDERED, PROPOSALS MUST BE SUBMITTED NO LATER THAN Thursday, April 25, 2024, by 12:00 p.m. at the Bellflower City Clerk's Office, 16600 Civic Center Drive, Bellflower, CA 90706. Postmarks will not be accepted. Failure of, or disturbances in, any mail service is not a legitimate reason for the Proposal to be submitted after the above due date. Electronic mail or facsimiles will not be accepted. The City may extend the deadline at its option.