

**CITY OF CALIPATRIA**  
**REQUEST FOR PROPOSALS**

NOTICE IS HEREBY GIVEN that the City of Calipatria, acting by and through its City Council, hereinafter referred to as the "CITY", will receive up to, but no later than **5:00 p.m. on November 21, 2018**, sealed PROPOSALS for negotiation and award of a contract concerning the **Program Income Waiver, and Income Survey for Calipatria, California**.

To be considered, **one original and five copies of PROPOSALS** must be received in the office of the **City Clerk 125 N Park Avenue, Calipatria CA 92233, Attention: Romualdo Medina, City Manager**, by the time specified above.

Proposals shall be evaluated by a selection committee. It is the City's intention to select the Consultant whose proposal is deemed most advantageous to the City in accordance with the evaluation criteria set forth in this Request for Proposals. A Selection Committee appointed by the City Manager will review and score the proposals and recommend the most responsive and responsible firm to receive the contract award. The Selection Committee's recommendation will be forwarded to the City Council of the City of Calipatria for final determination.

The Standard Agreement sample and RFP may also be obtained at the office of the City Clerk located at 125 N Park Ave Calipatria, CA 92233. Each proposal must conform and be responsive to the Standard Agreement and Housing and Community Development Guidelines, a sample of which is attached as Exhibit 3. This RFP does not commit the City of Calipatria to award a contract or pay any costs associated with the preparation of a Proposal.

Questions concerning the proposal should be directed to Romualdo Medina, City Manager, with the City of Calipatria at (760) 348-4141 or via email: [rj\\_medina@calipatria.com](mailto:rj_medina@calipatria.com)

The CITY reserves the right to reject any or all PROPOSALS, or to waive any irregularities or informalities in any proposals or in the proposal and selection process.

Disadvantaged Business Enterprises (DBE), Minority Business Enterprises (MBE), Women Business Enterprises (WBE), and Veteran Owned Businesses (VOB) are encouraged to participate.