

**NOTICE OF REQUEST FOR
PROPOSALS FOR HOUSING
CONSULTANT SERVICES**

NOTICE IS HEREBY GIVEN that the City of El Monte (City) will receive proposals for consultant services for the City's housing programs.

Proposals will be received at the El Monte City Hall, City Clerk's Office, City Hall East, 11333 Valley Blvd, El Monte, California 91731 until 4:30 p.m. on Thursday April 21, 2022. All proposals must be clearly marked, "**CITY OF EL MONTE HOUSING CONSULTANT SERVICES PROPOSAL – ATTN: BETTY DONAVANIK**" and shall be delivered to the City Clerk's Office during the business hours of 7:30 a.m. to 5:30 p.m., Monday through Thursday, except holidays.

POSTMARKS WILL NOT BE ACCEPTED. Failure of, or disturbances in any mail service is not a legitimate reason for proposals submitted after the above due date. Electronic mail or facsimiles will not be accepted. The City may extend the deadline at its option.

Submit five (5) copies of your Proposal. 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 proposals which best meet the City's needs will be selected for further analysis and negotiation. The City reserves the right, in its sole discretion during the selection process, to reject any or all proposals or any portion without exception or explanation.

Parties interested in obtaining a Request for Proposals (RFP) Package (at no cost) should contact the:

Economic Development Department – Housing Division
11333 Valley Blvd, City Hall West
El Monte, CA 91731
(626) 580-2070

A copy of the RFP can also be downloaded from the City's website at:

<https://www.ci.el-monte.ca.us/236/Housing>

For questions regarding this RFP, you may contact Diane Cotto, Housing Manager, at (626) 258-8831 or dcotto@elmonteca.gov