

**Request for Proposals for the City of Los Angeles Film Permit
Coordination, Notification and Complaint Referral Services**

Pre-Proposal Conference

Date: Wednesday, June 17, 2009

Time: 9:30 a.m.

Location: City Hall East, 15th Floor
200 North Main Street, Room 1500
Los Angeles, CA 90012

The following information applies and was provided in the original Request for Proposal document (page 11), with the exception the email address has been changed:

“A pre-proposal conference will be held. Attendance is not mandatory. The CAO and/or their designees and other City staff will be available to answer questions and provide background information on the RFP requirements.

Prospective contractors are requested to submit any questions in writing to Michelle Davis of the Office of the City Administrative Officer via mail (200 N. Main St., Room 1500, Los Angeles, California, 90012), fax (213-473-7517) or email (Michelle.Davis@lacity.org) at least 24 hours in advance of the pre-proposal conference. Questions and responses will be distributed to all Proposers as well as posted on the internet. Questions subsequent to the pre-proposal conference, if any, must be submitted in writing. Although the City makes no guarantee that it will answer questions after the pre-proposal conference, any answers given will be distributed along with the questions to all Proposers and/or posted on the internet. Any contact with individual City staff other than as described above may be considered cause for elimination from further consideration.”