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DEPARTMENT OF
RECREATION AND PARKS
3900 W. Chevy Chase Drive
M/S 628
LOS ANGELES, CA 90039

(818) 243-6488
FAX - (818) 243-6451

JON KIRK MUKRI
GENERAL MANAGER

April 16, 2008

To All Interested Parties:

The City of Los Angeles Department of Recreation and Parks is seeking proposals from interested business entities to provide various as-needed training services on safety and health related subjects to various Department classifications in accordance with Title 8 of the State of California Code of Regulations (Occupational Safety) and other applicable local, state, and federal laws concerning employee safety and certification requirements. The Department maintains various facilities and parkland and employs various employee classifications to provide programming and maintenance. The classifications require various heavy equipment, safety, and health related training in order to safely operate equipment in compliance with regulatory requirements. A one (1) year agreement with an option to renew for two (2) additional one-year terms, will be awarded to the best responsive proposer.

Proposals may be obtained on **April 21, 2008**:

In Person/ - Department of Recreation and Parks
Via Mail - 3900 West Chevy Chase Drive
Los Angeles, CA 90039

On-Line - www.laparks.org/proposal.htm
(On April 21, 2008)

Via Phone - (818) 243-6421

It is highly recommended that you attend a Pre-Proposal Conference, lasting approximately four-hours. The Pre-Proposal Conference will discuss the Request for Proposal, applicable City compliance requirements, and answer general questions. Ten (10) points towards the Good Faith Effort Outreach will be awarded to all proposals with a representative in attendance.

Pre-Proposal Conference

When: Wednesday, May 14, 2008 at 9:00 a.m. (allow ample time for traffic)
Where: Administrative Resources Trailer
3900 West Chevy Chase Drive
Conference Room #4
Los Angeles, CA 90039

Training Services on Safety and Health Related Subjects

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If you plan to attend the Pre-Proposal Conference, please notify Laarni Paras of the Department at (818) 243-6421 extension 202, or via email at: Laarni.Paras@lacity.org

Proposals are to be completed and submitted by the deadline indicated below (late submittals will not be accepted):

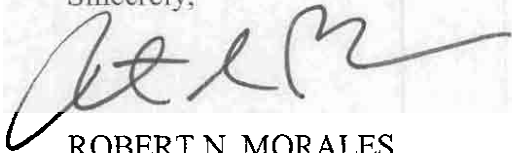
Proposal Submittal Deadline

Due Date: Tuesday, July 1, 2008 no later than 3:00 p.m.

Location: Department of Recreation and Parks
Office of the Board of Commissioners
1200 West 7th Street, Suite 762
Los Angeles, CA 90017

If you have any questions regarding this Request for Proposal, please contact the Service Contracts Group at (818) 243-6421. Thank you for your interest.

Sincerely,



ROBERT N. MORALES
Senior Management Analyst II
Department of Recreation and Parks

RNM