

**City of Sumner
City of Sumner Watershed Forest Management
RFP Submittal Format**

A. Company Information

Business Name:

Address:

City, State, Zip Code:

Primary Contact:

Name/Title

Email:

Phone:

B. Company / Team Qualifications

Describe your Firm / Project team's qualifications and experience completing this type of work. Describe the capacity and ability to complete the full scope of the project. Resumes may be included for key team members.

C. Approach to the Project

Describe your firm's approach to developing the forest health management plan as described in this RFP. Include things like the proposed layout, format, etc.

D. Familiarity with Relevant Standards

List and describe your teams familiarity with standards relevant to the planning and implementation of the forest health management plan.

E. Past performance / references

Provide at least 2 references for work similar to the described scope of work.

Authorized Signatory

The final proposal should include the following statement as well as the printed name, signature, and title of the person authorized to submit a RFP, and the date of that person's signature.

"I certify to the best of my knowledge that the information in this application is true and correct and that I am legally authorized to submit this information on behalf of the applicant."

Printed Name	Signature
Title	Date