



# REAL ESTATE SOLUTIONS

## VENDOR SUBMISSION CHECKLIST - GENERAL CONTRACTOR RFQ

<b>SOLICITATION NAME:</b>		
<b>RFQ EVENT :</b>		
<b>Initial</b>	<b>RFP Submission Requirements</b>	
	Electronic Format	
	Emailed Proposal	
	(4) Bound Proposals (Mailed or Hand Delivered to CP2 LLC Real Estate Solutions)	
	(1) Flash Drive of Proposal (Mailed or Hand Delivered to CP2 LLC Real Estate Solutions)	
	General Qualifications	
	Special Qualifications	
	Staff Qualifications	
	Previous Experience	
	Construction Examples	
	Describe how firm will organize and perform work in Scope of Services section.	
	List names of any sub-consultants that may be used on project.	
	Describe firm's understanding and planned approach to achieve goals of project.	
	Describe Firm's Minority and Women Diversity Inclusion Participation Plan for project.	
	Describe sustainable or "green" design experience as well as experience working with Focus on Energy.	
	Provide Phase Fee Schedule for Project using the projected scope and budget.	
	Construction Costs Analysis	

VENDOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

SIGNATURE OF RECEIPT: \_\_\_\_\_ DATE: \_\_\_\_\_

