

SUBMITTAL QUESTIONNAIRE
for
Communications System Planning Services
Lincoln County, Washington
February 4, 2010

Provide the following information as part of the Qualification submittal. Each item or group of information should be provided in a clear and simple format for ease of communication. Please retype the whole question completely for each item immediately before the answer. Underline questions or otherwise easily distinguish questions from answers.

The Sheriff is interested in general information regarding the applicant firms, however, several questions and requests for information are specifically seeking information regarding the proposed team members and their specific related experience. Please be sensitive to this interest and do not overwhelm the review team with information that does not relate (or relates very little) to the specific team and project under consideration.

1. Basic Information:

Name, Address, Phone, FAX, Year Established, Type of Ownership (Individual Proprietor, Partnership, Corporation, etc.), Type of firm (Engineers, Vendor, etc.), Branch Office Addresses, Previous name of firm. Clearly identify any business ties to specific manufacturers of equipment of the type common to a system of this type.

2. Name and Experience of Firm Principals and Key Personnel who will be involved with this project:

This should be statistical type data relating to years of experience (etc.) and not a recounting of project specific information. Also include statistics on firm size.

3. Firm's Experience:

List the names, dates, clients, and budgets of projects which have been accomplished by applicant firm which provide significant experience and qualifications for this Project. In each case, list the level of participation and responsibility of firm members which are proposed to work on the Project. The Sheriff's Office is most interested in the specific experience of the proposed team members. Indicate what it is about each referenced project which provides experience relevant to the Project.

4. Principals and Key Personnel:

List the Principals and Key Personnel to be used on this project. Describe their availability, assignment, and involvement in each stage of the project. Relevant work experience of personnel should be described. Keep in mind that these are the same people who should be identified as having similar and related experience in the projects listed previously.

5. Budgets:

Provide experience and track record with preparing budgets for master planning projects. Identify key personnel responsible for developing master planning cost estimates. Describe consultant's approach and method of cost estimating.

6. References:

Provide contact information for at least three projects listed above, including a current phone and email for an individual familiar with the Firm's work on the project.