

Wind River Sage Fund Inc.
3 Ethete Road
Fort Washakie, WY 82515
307-335-7330



REQUEST FOR QUALIFICATIONS AND PROPOSALS
ECOTOURISM VISITORS CENTER
Fort Washakie, WY 82514

WRSF RFP #2025-0102
ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) GRANT – ED25HDQ0G0062

Request for Architectural & Engineering Qualifications and Proposals

The Wind River Sage Fund, Inc., a nonprofit economic development organization located in Fort Washakie, WY, hereby requests Qualifications/Proposals from qualified design professionals for Design Services for the Ecotourism Visitors Center to be located in Fort Washakie, WY. The Wind River Sage Fund, Inc. (WRSF) will receive sealed responses until **4:00 PM (MDT), June 13, 2025**, for the *Request for Qualifications/Proposals – Design Services – Ecotourism Visitor Center*.

Project Description: Full architectural and engineering design services for design of the new Ecotourism Visitors Center to be located on Tribal land controlled by the Eastern Shoshone Tribe, and located within the boundaries of the Wind River Indian Reservation in Wyoming.

A non-mandatory, pre-proposal conference will be conducted on **June 3, 2025, 10:00 AM (MDT)** at the Frank B. Wise Building, 3 Ethete Road, Fort Washakie, WY 82514. The pre-proposal conference will also be available virtually for those unable to travel to Fort Washakie. A tour of the existing facilities will follow the conference. The site tour will not be presented virtually.

Solicitation information is available via Public Purchase, www.publicpurchase.com. Only responses submitted electronically through the Public Purchase site will be considered.

RFP Contact

Paul F. Huberty
Executive Director
Wind River Sage Fund
3 Ethete Road, Fort Washakie, WY 82514
paul@wrdf.org
970-889-8808

RFP Timeline

Release of RFP – May 15, 2025
Pre-Proposal Conference – June 3, 2025
Last Addendum – June 6, 2025
Proposals Due – June 13, 2025
Announce Shortlist – June 18, 2025
Interview Shortlisted Firms – June 27, 2025
Anticipated Selection – July 8, 2025

INFORMATION REGARDING PROPOSAL

Introduction

The Wind River Sage Fund, Inc. (WRSF) was awarded a grant from the Economic Development Administration (EDA) for multiple projects on the Wind River Indian Reservation in Central Wyoming to enhance economic development, create new businesses and jobs, and increase wages in the surrounding region (EDA Award Number ED25HDQ0G0062). As a result, WRSF is now requesting competitive proposals from licensed architectural firms (Consultant) for the development of design and construction documents for Ecotourism Visitors Center. Once constructed, the building will be owned by the Eastern Shoshone Tribe located in Fort Washakie, WY with Tribal Fish & Game (TF&G) being the sole tenant. The project provides opportunity for an Architectural Engineering Team to partner with EDA and WRSF to support a project that will have significant impact on the economic development of the Wind River Indian Reservation and central Wyoming.

This project involves the construction of a new building on property controlled by the Tribe and located near Fort Washakie, WY. Interior spaces shall include museum space, gift shop, mini theater, administration, offices, restrooms, and mechanical rooms. The building will include all necessary mechanical, electrical, plumbing, and fire protection systems along with technology, audio visual, and security systems. A second storage facility shall include space for vehicles and equipment, animal testing lab, coolers/freezers, fitness room, and storage. The work also involves site work around the exterior of the proposed buildings, and a new wild game processing station and teaching kitchen.

All elements of the design and construction process must meet EDA Construction Standard Terms and Conditions. Particular attention will be paid to consultants who have experience with, and competence in, architectural design and construction methodology and progressive, cost effective, aesthetically-pleasing structures suitable for the intended uses of multi-faceted facilities.

Contact Information

As lead applicant, WRSF is the issuing office and is the sole point of contact for clarifications regarding technical requirements and specifications contained in this RFP. All questions shall be addressed to:

Mr. Paul F. Huberty
Executive Director
Wind River Sage Fund Inc.
paul@wrdf.org
970-889-8808

Mr. Dale Buckingham of Buckingham Architectural Consulting of Sheridan, WY is consulting on the RFP process for this project.

Scope of Work

The work to be performed by the Consultant will include all architectural and engineering services required for the construction of the Tribal Buffalo Center (See Attachment A). The scope of work will be in a single,

not to exceed, contract. Included with this request for proposals is information from WRSF's EDA application and EDA grant award (attached):

- Checklist for Bid Document Review
- EDA Contracting Provisions for Construction Projects
- AIA contract A201-2017

Proposals should address the ability of the bidder to comply with the requirements contained in the Bid Document Review Checklist and EDA Contracting Provisions requirements. The Consultant shall identify a detailed scope in the proposal as part of their understanding and approach to the project.

The consultant shall provide qualifications and experiences in EDA grant reporting requirements. The Consultant will be asked to provide all supporting documentation to WRSF in order to comply with EDA grant reporting requirements.

Compliance

Please note that as a federally-funded project, all deliverables must comply with:

- 2 CFR Part 200 (Uniform Guidance)
- EDA regulations and standard terms and conditions
- Build America, Buy America Act (BABAA) as applicable
- National Environmental Policy Act (NEPA) if triggered
- Davis-Bacon Act
- Civil Rights and ADA requirements

Project Design

The Consultant will work with teams from the Tribal Fish and Game and Wind River Sage Fund (and other project partners as needed) to develop a complete set of project design drawings and technical specifications.

Project Award

The Consultant will work with WRSF to ensure compliance with the federal requirements as identified in the attached Checklist for Bid Document Review, including the suggested and required bid package documents and the development of the package for EDA approval/processing prior to advertisement.

Construction Administration

The Consultant will work with the WRSF to ensure compliance with the federal requirements identified in the attached EDA Contracting Provisions for Construction Projects.

The Consultant shall provide administration of the contract for construction as set forth in AIA document A201-2017, General Conditions of the Contract for Construction, unless a more current version is released prior to the date of the Consultant/Owner agreement.

The Consultant shall ensure that the final design for the Tribal Buffalo Center complies with all Economic Development Administration (“EDA”) grant requirements and budget. Pursuant to this RFP, the “Services” shall consist of, and the successful Consultant shall provide, architectural planning and design, and engineering design services for the Project, including, but not limited to, the following:

Schematic Plans, Renderings, and Presentation Documents

1. Conduct one or more workshops/charrettes with TF&G and WRSF staff and regional partners to obtain input from stakeholders.
2. Prepare schematic level plans for the site to determine the most feasible designs to support exterior and interior spaces that meet the needs of tenants and stakeholders. Develop concept and circulation plans for the interior spaces identified above in this RFP.
3. Develop schematic level color renderings of proposed layouts (minimum three) accurately depicting entryways, parking areas, facilities (including structures, bike racks, etc.) and landscape buffers, and submit to TF&G, WRSF, EDA staff and interested stakeholders for review and comment.
4. Submit files with final color renderings and schematics in electronic format (pdf, jpg).
5. Present renderings (MS PowerPoint, charts, display boards, and color renderings) at meetings as directed by WRSF.
6. Assist in the selection of a final schematic design by presenting advantages and disadvantages of each option including probable construction costs for each option.
7. Refine project costs of the preferred option, including line-by-line breakout of all fees, architectural costs, construction costs, FF&E, technology, and contingencies.

Design Development

1. Provide topographic/boundary/utility survey of the proposed site for use in the design and construction of the new facilities.
2. Provide geotechnical investigation and report for use in the design and construction of the new facilities.
3. Facilitate preliminary review with the governing code officials to ensure that the project is being designed to meet applicable codes.
4. Using the Preliminary Engineering Report (PER), prepare the final conceptual design, including a large format display board and electronic files.
5. To the extent possible, obtain information for existing water well and septic sewer systems that will serve the new facilities and identify and precisely locate all infrastructure and utilities. Determine the requirement for new services if existing systems are not adequately sized or are not sufficient for the new Ecotourism Visitors Center building.
6. Determine where interferences with existing utilities may occur because of the construction of this

project and resolve any conflicts.

Plans, Specifications, and Estimates (PS&E)

1. Prepare construction drawings containing title sheet, general note sheet, plan sheets, typical cross section sheets, and detail sheets for the Project.
2. Plot typical cross sections to illustrate existing and proposed conditions.
3. Prepare complete project specifications, including special provisions and proposal forms.
4. Incorporate project specifications into construction contract documents provided by WRSF, including a description for each bid item.
5. Submit 70% PS&E construction documents, including structural calculations, to WRSF for review.
6. Address any comments generated from the 70% submittal.
7. Based on the input received from the previous submittal, complete the design and prepare final PS&E documents.
8. Submit 100% PS&E construction documents, including structural calculations, to WRSF for review and to obtain preliminary approvals.
9. Submit final set of PS&E documents (printed and electronic formats) with the necessary details and instructions to carry out the work in accordance with the approved construction phasing.

Construction Documents and Plan Information

1. Ensure plans and specifications comply with all applicable governmental and professional standards.
2. Develop a schedule for construction of the Project.
3. Confirm that Civil and Landscape documents conform with the Preliminary Engineering Report and approved topographic and property surveys.
4. Confirm that structural foundations and pavement and surfacing sections conform with the approved geotechnical report.
5. Attend the pre-bid meeting, attend the pre-construction meeting, and provide assistance during procurement and management of the construction phase of the Project.

Construction Management (in coordination with WRSF owner's rep)

1. Provide traditional construction administration services:
 - a. The construction administration services provided by the Consultant will be to assist with certain construction oversight services, including periodic on-site reviews.
 - b. The Consultant shall review and make determinations regarding contractors' Shop Drawings, Submittals, Requests for Information (RFIs), product substitutions, change

orders and other related documents.

- c. The Consultant shall participate in weekly Owner-Architect-Contractor (OAC) construction meetings. Participation shall be via virtual participation all weeks except one, when the Consultant shall visit the site for the OAC meeting and on-site observation.
 - d. The Consultant shall provide coordination to governmental and funding agencies as required, and shall help facilitate the coordination and communication activities with the general contractor, city, utility companies, and other agencies.
 - e. The Consultant shall review Contractor's Payment Requests for accuracy.
 - f. The Consultant shall review and negotiate construction change order requests and claims.
2. Coordinate with future construction contractors (if any) on behalf of WRSF.
 3. Assist with preconstruction conferences.
 4. Perform periodic (at least once per month) in-person on-site observation.
 5. Attend virtual weekly Owner-Architect-Contractor (OAC) project meetings.
 6. Prepare change orders, as necessary.
 7. Review construction materials for conformance with the Construction Documents.
 8. Review shop drawings and product information submitted by contractor.
 9. Review construction tests and inspection reports from the Owner's 3rd party inspection agency.
 10. Stay current and aware of critical construction operations, scheduling issues, and overall progress of the construction.
 11. Coordinate with staff for WRSF, TF&G, Contractor and other stakeholders to facilitate on-site observation of the during the construction period as needed.
 12. Participate in the Substantial Completion Inspection and develop punch list of items to be finished and/or corrected.
 13. Participate in the final inspection and all closeout paperwork required by WRSF and EDA.

Assistance during the Bidding Process

1. The Consultant shall assist WRSF during the bidding process. The Consultant shall respond to questions from the prospective bidders, facilitate a pre-bid, and shall prepare written addenda as necessary.
2. The Consultant shall review all bids submitted and make appropriate recommendations on contractors' abilities to complete the work. The Consultant's review shall include the preparation of bid abstracts and a bid comparison document.
3. Proposals will be opened publicly at the Frank B. Wise Building, 3 Ethete Road, Ft. Washakie, WY 82514 and live streamed via a link provided by Wind River Sage Fund Inc.

Final Record Drawings

1. The Consultant shall require the general construction contractor maintain and complete and accurate set of “As-Built” drawings that will be finalized into a formal set of digital record drawings and delivered electronically to WRSF. An electronic copy of the construction specifications shall also be provided to WRSF.

Proposal Requirements

Company Information

- Name of firm, address of firm, telephone numbers
- Primary telephone and correspondence contact information
- Website

Federal Registration

- Provide federal registration information. All companies submitting for this work must be fully registered with sam.gov, eligible to receive federal funds, and certify in their proposal that they are eligible to receive federal funds. The Consultant and all sub-consultants will be reviewed to ensure that each company has not been banned from federal work.

Brief History of the Firm

- Size of firm/staff years in business
- Organization chart of firm
- Distance from WRSF

Design Team Background/Qualifications

Architectural Team

- Principal in Charge
- Director of Design
- Project Manager
- Project Architect
- Interior Design
- Functional programming and space programming

Resumes of Team Members

- Name
- Office Location Phone Number
- Years of Service with Firm Education

- Professional Experience Pertinent Experience

Sub-Consultants – List sub-consultants that are part of the AE Team including but not limited to:

- Landscape Architect
- Interior Design
- Museum / Curator Consultant
- Civil Engineer
- Food Service Consultant
- Structural Engineer
- Mechanical/Electrical Engineer
- Technology Consultant
- Audio Visual Consultant
- Acoustics Consultant
- Security Consultant

Representative New Construction Projects

- List a minimum of three (3) projects completed by your firm that best represents a similar scope, budget, program and complexity. For each project, please include:
 - Name, Completion Date, Location, Budget
 - Graphic Description, Photographs
 - Total Square Footage
 - Cost per Square Foot – Exclude Site Costs and Architectural Fees
 - Change Order Percentage

Design Processes

- Provide an explanation of your understanding of the project and how the unique cultural aspects of this project in a remote, rural area will be handled.
- Explain your firm's creative process to design a unique, innovative facility that excites staff and visitors to experience the new facilities.
- Explain how your firm manages expectations to deliver a project that is consistent with the budget and programmatic requirements.
- Explain how your firm ensures compliance with the Americans with Disabilities Act (ADA). Provide examples.
- Efficient energy usage.
 - Describe how your firm incorporates this aspect of design into its work. Provide examples.
- Construction Document Accuracy and Coordination.

- Explain how your firm reviews documents for accuracy and coordination from discipline to discipline.
- Provide a proposed timeline for the design services of this project.

Architectural/Engineering Service

- Provide information on your current workload and how you would accommodate this project.
- Describe in detail the process you will follow from schematic approval through approval of the final design.
- Outline the design schedule you would implement to meet the expected construction and occupancy dates. Describe the methods you would use to maintain this schedule.
- Describe your method for consensus building, including your role, the methodology employed, the outcome, and a contact person for a recent project where you employed this method.
- Describe the types of problems you have encountered on similar projects, and explain what you did to resolve the problems and what you would do differently to avoid such problems on future projects.
- Describe how your firm can add value to this project and the process and include examples of situations from comparable projects where the owner realized tangible value.

Construction Costs

- Milestone estimates of probable construction costs are required at the following progress points of the project:
 - Schematic Design
 - Design Development
 - 65% Construction Documents
 - 95% Construction Documents
 - 100% Construction Documents
 - Describe cost control methods you use and how you establish cost estimates.
- List the steps in your standard change order procedure.
- List Cost Estimate, Bid Amount, and Difference of at least 3 representative new construction projects in the past five years. Also, provide the cost per square foot of the building excluding all Site Costs and Professional Fees. For the same project, provide any changes in scope if appropriate and if this change in scope resulted in an increase in your fee.

Legal Concerns

- Explain the circumstances and outcome of any litigation, arbitration, or claims filed against your company by a client or any of the same you have filed against a client.

- Explain the circumstances and outcome of any litigation, arbitration, or claims filed against your company by any client or any of the same you have filed.

Fees

- Consultants shall understand that the project is funded by Federal Reimbursement Grants and if the grant funding is frozen or cancelled for any reason, the Consultant and sub-consultants work on the project will also cease.
- All proposals shall be a cost reimbursement with an agreed maximum. The fee shall cover all services necessary for the successful execution of the project, including consultations, surveys, soil investigations, supervision, “as-built” drawings, and incidental costs.
- Proposals should break out fees for the professional services in accordance with:
 - Basic architect/engineer services (not to exceed prevailing fees for comparable services in the region).
 - Breakdown by phase and design discipline.
 - Geotechnical, survey or other supporting engineering services for the design should be broken out separately.
- **Note:** The contract for architect/engineer services may not be based on the use of the cost-plus-a percentage-of-cost or percentage of construction cost form of compensation.
- Provide information on your preliminary fee structure based on the scope indicated above, including anticipated reimbursable costs.
- Submit a schedule of hourly rates by employee classification, including terms and rates of overtime for additional work if requested.

Licensure

- Provide documentation that architects and engineers that will stamp documents are licensed to practice in Wyoming.
- Has the Principal or Project Architect had their license revoked or suspended to practice architecture in any jurisdiction? If so, provide detailed information of the jurisdiction that suspended the license and the reason for the suspension.

Legal Proceedings

- Identify any on-going legal proceeding or pending legal proceeding (arbitration, complaint, or court action) filed by an Owner or contractor against your firm for any project in the past five years.

References

- Please provide a minimum of five references to contact (see Attachment B).

Point of Contact for Questions

All questions to request information regarding this RFP shall be submitted in writing to through Public Purchase. The last day to submit questions is May 7, 2025. Responses to questions will be provided on Public Purchase in the form of addendum.

Submittal Procedures

All Submittals will made via Public Purchase, www.publicpurchase.com – Project No. XXXX. Only responses submitted electronically through the Public Purchase site will be considered. Submittals remain valid for 90 calendar days following the deadline for receipt of proposals.

Selection Criteria

Proposals will be reviewed for completeness and qualifications. Final selection of a firm for contract negotiations will be made on the basis of the following criteria, with a maximum of 100 rating points as shown in the table below:

Proposal Selection Criteria	Maximum Points
The Consultant's scope of work, methodology, work plan, and budget.	35
The Consultant's general experience, qualifications, and ability to perform timely execution of the project work as evidenced by previous, similar projects.	25
The Consultant's professional credentials in architecture, civil engineering, and cost estimating, including the qualifications, expertise, and experience of individuals assigned to the project.	15
The Consultant's references.	10
The Consultant's direct experience with U.S. Department of Commerce, Economic Development Administration (EDA)-funded projects and reporting.	10
The Consultant's bonding/insurance capacity/history.	5

The final contract for these Services shall be awarded only after review of the selected firms fee proposal and any necessary negotiations with the selected firm to establish a fair and reasonable price within the budget for this project. WRSF actively encourages submission of proposals from disadvantaged business enterprises and companies owned by Native Americans, minorities, women, immigrants, and veterans. WRSF does not discriminate on the basis of race, color, religion, creed, sex, age, ancestry, national origin,

disability, or veteran status in consideration of this award. Equal Opportunity Employer.

Terms and Conditions

The following terms and conditions apply to all proposals:

- WRSF reserves the right to reject any and all proposals submitted; to select one or more responding parties; to void this RFP and the review process and/or terminate negotiations at any time; to select separate responding parties for various components of the scope of services; and to select a final party/parties from among the proposals received in response to this RFP. Additionally, any and all RFP project elements, requirements and schedules are subject to change and modification. WRSF also reserves the unqualified right to modify, suspend, or terminate, at its sole discretion, any and all aspects of this RFP process, to obtain further information from any and all responding parties, and to waive any defects as to form or content of the RFP or any responses by any party.
- This RFP does not commit to WRSF to award a contract, defray any costs incurred in the preparation of a response to this RFP, or contract for any services. All submitted responses to this RFP become the property of WRSF as public records. All proposals may be subject to public review, on request, unless exempted as discussed elsewhere in this RFP.
- By accepting this RFP and/or submitting a proposal in response thereto, each responding party agrees for itself, its successors and assigns, to hold WRSF and its agents, directors, consultants, attorneys, officers, and employees harmless from and against any and all claims and demands of whatever nature or type, which any such responding company, its representatives, agents, contractors, successors or assigns may have against any of them as a result of issuing this RFP, revising this RFP, conducting the selection process and subsequent negotiations, making a final recommendation, selecting a responding party/parties or negotiating or executing an agreement incorporating the commitments of the selected responding party.
- By submitting responses, each responding party acknowledges having read this RFP in its entirety and agrees to all terms and conditions set out in this RFP.
- Responses shall be open and valid for a period of ninety (90) days from the due date of this RFP.

Insurance Requirements

Consultant shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to WRSF, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

- Commercial General Liability Insurance. A policy of commercial general liability insurance using Insurance Services Office "Commercial General Liability" policy form CG 00 01, with an edition date prior to 2004, or the exact equivalent. Coverage for an additional insured shall not be limited to its vicarious liability. Defense costs must be paid in addition to limits. Limits shall be no less than \$2,000,000.00 per occurrence for all covered losses and no less than \$4,000,000.00 general aggregate.

- **Workers' Compensation Insurance.** A policy of workers' compensation insurance on a state approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident for all covered losses.
- **Automotive Insurance.** A policy of comprehensive automobile liability insurance written on a per occurrence basis in an amount not less than \$1,000,000 per accident, combined single limit. Said policy shall include coverage for owned, non- owned, leased and hired cars.
- **Professional Liability or Error and Omissions Insurance.** A policy of insurance in an amount not less than \$2,000,000.00 per claim with respect to loss arising from the actions of Consultant performing professional services hereunder on behalf of WRSF.

In the event that the Consultant is authorized to subcontract any portion of the work or services provided pursuant to this Agreement, the contract between the Consultant and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Consultant is required to maintain.

Proposal Organization and Format

Proposal should be submitted as a paper document or as a .pdf file. Proposers responding to this RFP must comply with the following format requirements:

Tab 1 – COVER LETTER, RFP SIGNATURE PAGES: Include cover letter, Attachment A - RFP Signature and Authority Affidavit Form, any addenda signature pages. The Signature and Authority Affidavit submitted in response to this RFP must be signed by the person in the Proposer's organization who is responsible for the decision as to the prices being offered or by a person who has been authorized in writing to act as agent for the person responsible for the decision on prices and services. Failure to provide this forms/information with your bid submittal may disqualify your proposal.

Tab 2 – LEAD FIRM COMPANY INFORMATION: As indicated, provide company information, history of the firm and federal and state registration documentation of the proposer.

Tab 3 – DESIGN TEAM QUALIFICATIONS: Provide information for the entire design team along with the Team's approach to the project, a brief description of the scope of services, representative projects, and methods for schedule and budget control and ability to provide required reporting to EDA.

Tab 4 – REFERENCES: Include 5 references associated with similar projects (Attachment B)

Tab 5 – PROPOSED FEES (Shortlisted Firms Only): Short listed firms shall bring fee proposal in a sealed envelope to the interview for the design services described in this RFP. In addition, identify the Architect of Record, and Engineers of Record for each design discipline along with confirmation that each listed design professional is licensed to practice in the State of Wyoming and has not had their license revoked or suspended in Wyoming or any other Jurisdiction within the United States of America. Provide proof of the required insurance.

ATTACHMENT A
SIGNATURE AND AUTHORITY AFFIDAVIT FORM

Proposing Company Name: _____

Federal Employer ID Number OR Social Security # (if Sole Proprietorship): _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Number of Years in Business: _____

Name the person to contact for questions concerning this proposal.

Name: _____ Title: _____

Phone: _____ Email Address: _____

In signing this proposal, we also certify that we have not, either directly or indirectly, entered into any agreement or participated in any collusion or otherwise taken any action in restraint of free competition; that no attempt has been made to induce any other person or firm to submit or not to submit a proposal; that this proposal has been independently arrived at without collusion with any other proposer, competitor or potential competitor; and that this proposal has not been knowingly disclosed prior to the opening to any other proposer or competitor.

The undersigned, having familiarized themselves with the conditions affecting the cost of the work, having read completely the requirements, hereby proposes to perform everything required and to provide and furnish labor, materials, equipment, tools and all other services and supplies necessary to produce in a complete and workmanlike manner all the materials or products described in the project relating to this proposal.

I further certify that I have carefully examined the proposal documents and all terms herein, and site where the work is to be done and have no agreements to prevent the completion of said work.

Signature

Date

Printed Name

Title

**ATTACHMENT B
REFERENCES**

Proposing Company Name: _____

Provide client name, address, contact person, telephone number, and appropriate information on the service(s) provided to the client similar to those requested in this solicitation document. Potential subcontractors cannot be references. Any subcontractor arrangement for the completion of this work shall be listed on a separate page.

Company Name #1: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person:

Name: _____ Title: _____

Phone: _____ Email Address: _____

Service(s) Provided:

Company Name #2: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person:

Name: _____ Title: _____

Phone: _____ Email Address: _____

Service(s) Provided:

Company Name #3: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person:

Name: _____ Title: _____

Phone: _____ Email Address: _____

Service(s) Provided:

Company Name #4: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person:

Name: _____ Title: _____

Phone: _____ Email Address: _____

Service(s) Provided:

Company Name #5: _____

Street Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person:

Name: _____ Title: _____

Phone: _____ Email Address: _____

Service(s) Provided:

OTHER ATTACHMENTS