

# RFI COVER LETTER

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RFI NAME \_\_\_\_\_

RFI NUMBER \_\_\_\_\_

## 1. Organization

Name of the Submitting Organization:

Mailing address:

City:

State:

Zip Code

## 2. Person authorized by the organization to contractually obligate on behalf of this grant/contract award:

Name:

Title:

E-Mail Address:

Telephone Number:

## 3. Person authorized by the organization to negotiate the grant/contract award:

Name:

Title:

E-Mail Address:

Telephone Number:

## 4. Person authorized by the organization to clarify, and respond to queries on behalf of this grant/contract award:

Name:

Title:

E-Mail Address:

Telephone Number:

5. Use of Sub-Contractors (Select one)\*

<input type="checkbox"/>	No sub-contractors will be used
<input type="checkbox"/>	The following sub-contractors will be used (describe purpose of sub-contracts):

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6. Please describe any relationship with other community, government, or business sectors (other than Subcontractors listed in (4) above) that will support your efforts.

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7. On behalf of the submitting organization named, above, I accept the Terms and Conditions stated in this RFI. I agree to comply with all requirements as described in this RFI, including all appendices, attachments, written clarifications and amendments provided.

If the designated county is unwilling to comply with any terms, conditions or other requirements of this RFI the county shall clearly describe any deviations and include a complete explanation of why such deviations are proposed.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Authorized Signature (By the person identified in item #2, above.)

**\*Attach additional sheets of paper, as needed.**