

Port of San Francisco
RFQ for As-Needed Environmental and Related Professional Services

Appendix D - Required Information of All Respondents

Section 1 - Submittal Questionnaire

1. Are you proposing as specified? YES ____ NO ____
2. Are you a CMD certified LBE? YES ____ NO ____
____ We are currently certified. CMD has issued us Certification No. _____.
____ We submitted LBE Certification Application to the CMD on _____.
3. Have you completed and signed the following
CMD Attachment 3 forms
- CMD Form 2A YES ____ NO ____
 - CMD Form 2B YES ____ NO ____
 - CMD Form 3 YES ____ NO ____
 - CMD Form 4 (if Joint Venture) YES ____ NO ____
 - CMD Form 5 YES ____ NO ____
4. Checklist - Have you submitted with your proposal the required documents? YES ____ NO ____
- a. Introduction Letter and Executive Summary YES ____ NO ____
 - b. Fee Proposal (App B) in a separate sealed envelope. YES ____ NO ____
 - c. Release of Liability for each Reference (App C). YES ____ NO ____
 - d. Required Information of All Proposers (App D). YES ____ NO ____
 - e. Copies of all relevant Licenses as requested. YES ____ NO ____
 - f. Original CMD Attachment 3 Forms in a separate sealed envelope YES ____ NO ____
5. Has your company enrolled with Paymode-X to receive ACH payments from the City? YES ____ NO ____
6. Section IV.C.6 “Contractors Unable to do Business with the City Please fill in the following sentence”:

I certify that my company is headquartered at the following address:

Street _____

State/Zip Code _____

I will notify the City if my company’s headquarters moves.

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Section 2 - Company Information

Name of Firm: _____

Address: _____

Phone No.: _____ Fax: _____

E-mail address: _____

Toll Free Phone No.: _____

Contact: Title: _____

Signature, Date _____

City Supplier I.D. Number: _____

Federal I.D. Number: _____

Payment Terms: _____

Person preparing proposal: _____

Local Representative: _____
(if other than proposal preparer)

Address: _____

Phone: _____

Fax: _____

What are the telephone and fax number for placing orders?

Telephone () _____

Toll Free () _____

Fax () _____

What is your 24-hour emergency telephone number?

Telephone () _____