ATTACHMENT A: RFP Appendix

All proposals must include the attached page with the information requested below.

**References:**

List three similar engagements and/or consulting references. Briefly describe work done and point of contact.



**Personnel:**

List the names of key personnel anticipated to work on the project and their LinkedIn profiles. For the proposal’s primary point of contact, include the best phone number. Note that any subcontracting entities and personnel should also be disclosed here.

* Primary Point of Contact:
* Team Member(s):

**Hours:**

Please identify the total hours you will expend on:

1. This project overall
2. Each of the deliverables in the Initial Scope of Work (1-8), along with any other categorizations you deem necessary.

**Engagement Timeline:**

Please outline roughly the timeline for executing your proposed project beginning June 17, 2024 and finishing tasks 1-6 by September 9, 2024 and 7-8 by November 30, 2024.

**Cost:**

Include your proposed compensation schedule, and briefly describe below how you calculated the overall cost of this project.