

APPENDIX A
“EXECUTIVE SUMMARY”

Please describe company background, years of experience, and qualifications of consultant or firm’s personnel to be assigned as part of the servicing of this contract.

**APPENDIX B
“PROPOSED WORK PROGRAM”**

In this section, respondents to the RFP shall address all points detailed in section **2.1 “Scope of Services”**

Goal # 1	By When	Responsible Party(ies)	Ongoing & Outcome Evaluation*
Specific Objectives / Actions 1.1. 1.2. 1.3.	1.1. 1.2. 1.3.	1.1. 1.2. 1.3.	1.1. 1.2. 1.3.
Goal # 2	By When	Responsible Party(ies)	Ongoing & Outcome Evaluation
Specific Objectives / Actions 2.1. 2.2. 2.3.	2.1. 2.2. 2.3.	2.1. 2.2. 2.3.	2.1. 2.2. 2.3.
Goal # 3	By When	Responsible Party(ies)	Ongoing & Outcome Evaluation
Specific Objectives / Actions 3.1. 3.2. 3.3.	3.1. 3.2. 3.3.	3.1. 3.2. 3.3.	3.1. 3.2. 3.3.
Goal # 4			
Goal # 5			
Goal # 6			

**The Ongoing & Outcome Evaluation section will be filled out by the selected consultant or firm and submitted to the City as part of the monthly activity report.*

APPENDIX C
"FEES"

Please provide detailed information pertaining to fees related to all services provided by your consultant or firm.