



**REQUEST FOR PROPOSAL**

**Customer Service Subscription Services**

**Solicitation No.: R-17-009-PC  
Addendum 3 | May 24, 2017**

**CHANGE TO PROPOSAL CHECKLIST**

A revised Proposal Checklist document has been attached.

**END ADDENDUM 3**

# PROPOSAL CHECKLIST

Project Name: Customer Service Subscription Services

Firm Name: \_\_\_\_\_

Use the checklist to ensure that the proposal is complete by checking off each item included with your response. Sign and date this form and include this page with each proposal.

- Respondent Questionnaire
- Completed and signed W-9 Form, and include email address or fax number
- Subscription Offering
- Approach to Topics of Interest
- Training to SAWS Staff
- Price Proposal
- Copy of Current Certificate of Liability Insurance
- Exhibit "B" – Conflict of Interest Questionnaire

I certify that the proposal submitted includes the items as indicated above.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title