**APPENDIX B – REQUEST FOR INFORMATION (RFI) FORM**

|  |  |  |
| --- | --- | --- |
| **Date of Submission** |  | |
| **Name of Proponent** |  | |
| **Name of Proponent Representative Contact Individual** |  | |
| **Telephone** |  | |
| **Email** |  | |
|  | | |
| **Request Title:** (*Include only one question per RFI form*) | | |
| **Proponent Tracking No.:** | | |
| **Description:** *(Provide references to specific RFQ documents as basis for request, and list any attached documents)* | | |
| ***To be completed by the Contact Person*** | | |
| **City RFI #:** | | **Response Date:** |
| **Response:** | | |