

TRANSMITTAL FORM TO REQUEST A SOLICITATION REQUIREMENTS REVIEW

Vendor requesting a Solicitation Requirements Review must submit this form to County within the timeframe identified in the solicitation document.

Vendor Name:	Date of Request:
Solicitation Title: TEMPORARY PERSONNEL SERVICES	Solicitation No.: 714-SH

A **Solicitation Requirements Review** is being requested because the Vendor asserts that they are being unfairly disadvantaged for the following reason(s): *(check all that apply)*

- Application of **Minimum Mandatory Qualifications**
- Application of **Review Criteria**
- Due to **unclear instructions**, the process may result in the County not receiving the best possible responses

For each area contested, Vendor must explain in detail the factual reasons for the requested review. *(Attach supporting documentation.)*

Request submitted by:

Name
Title

For County use only	
Date Transmittal Received by County:	Date Solicitation Released:
Reviewed by:	