



Free Class for Small Businesses ABC's of RFP's

Limited to 100 attendees, one per company [two if maximum allowance is not reached].
Continental Breakfast and Lunch included free of charge
compliments of the Nisqually Indian Tribe. Breakfast is at 8:30 am.

Building work requires you getting work. This class offers the basic tools for preparing responsive, responsible bids—from finding prime contractors to submitting quotes to entering into a subcontract. Here is what we will cover:

RESPONSIVE PROPOSAL AND SUBCONTRACTS

- Request For Proposal vs. Invitation For Bid
- Proposal Requirements—Not all are Equal
- Anatomy of an RFP
- Researching Projects to Bid
- Understanding Bid Items and Payment
- Getting the Most Out of Scope Letters
- Pitfalls to Avoid in Proposals
- Subcontractor/Vendor Responsibility Questionnaire
- Responsible Bidding Practices

Presentations also provided by WSDOT and PTAC.

The Port of Seattle has been invited to present.

NAVSEA will be attending and will be happy to answer any questions.



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Where: Red Wind Casino at 12819 Yelm Hwy SE in Olympia WA

Date: September 9th, 2015 Time: 9:00 a.m. to 3:30 p.m. Registration starts at 8:30 a.m.

Attendee Information:

Name

Company

Company Address

City

State

Zip Code

Email Address

Phone Number

Email Registration to: sblo@mansonconstruction.com by September 2, 2015