

## TRANSMITTAL TO REQUEST A SOLICITATION REQUIREMENTS REVIEW

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

Vendor Name:	Date of Request:
Solicitation Title: Fuel Dispensing & Equipment Storage Inspection, Compliance, and Repair Services.	Solicitation No.: RFSQ 703-SH

A **Solicitation Requirements Review** is being requested because the Vendor asserts that it is 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 Department 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)*

<b><i>For County Use Only</i></b>
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Date Transmittal Received by County: _____ Date Solicitation Released: _____
Reviewed by: _____