## VENDOR BACKGROUND FORM

|  |  |
| --- | --- |
| Vendor name: |  |
| Is Vendor prime contractor: | Yes |  | No |  |
| 1. | What are the key differentiators of your company and its proposed solution? |
|  |  |
| 2. | What awards has your company or proposed solution obtained that are relevant to this project? |
|  |  |
| 3. | What documentation is available from an independent source that positively promotes either the company or products and services the Vendor is offering? |
|  |  |
| 4. | What strategic alliances have you made to further strengthen your products and services? |
|  |  |
| 5. | How do you guarantee the products and services provided by your company? |
|  |  |
| 6. | What is your niche in the marketplace and your preferred customer size? |
|  |  |
| 7. | Please describe the level of research and development investment you make in your products (i.e. – annual budget, head count, etc.): |
|  |  |
| 8. | Please describe your commitment to providing solutions for the public sector marketplace: |
|  |  |
| 9. | Please state the year the Vendor started in the business of selling the proposed solution to local governments: |
|  |  |
| 10. | Where is the Vendor’s closest support facility/sales office?  |
|  |  |
| 11. | Where is the Vendor’s company headquarters? |
|  |  |
| 12. | Please list the Vendor’s sales in the previous three years: |
|  |  | **Year** | **Sales** |  |
| 2020 |  |
| 2019 |  |
| 2018 |  |
| 13. | How many total employees does the Vendor have in each of the following categories: |
|  |  | **Area** | **Number** |  |
| Sales/Marketing |  |
| Management/Administration |  |
| Help Desk Staff |  |
| Development Staff |  |
| Other |  |
| **Total:** |  |
| 14. | What is the Vendor’s hourly rate for implementation assistance beyond that whichis included in the Vendor Response by skill set? |
|  |  | **Rates for Additional Implementation Assistance** |  |
| **Skill Set** | **Hourly Rate** |
|  | $ / hr. |
|  | $ / hr. |
|  | $ / hr. |
|  |  |
|  |  |