|  |
| --- |
| **Approach to Scope of Work #C1 (Structural/Civil Scenario)** |

|  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| This template must be used. Modifications to the format of this template may result in disqualification (i.e. altering font size, altering font type, adding colors, adding pictures, etc.). **To minimize bias, do not list any names or information that can be used to identify the Consultant (Anonymous scoring).**  **(Approach to SOW Scenarios #1 attached below / 4 pages max)**  **For scenario #1 (Structural/Civil) attached below**, the Consultant shall prepare a Scope of Work that details their proposed approach to all requirements as described in the scenarios.  The Scopes of Work should provide a brief chronological roadmap that describes the major tasks and deliverables needed to develop options, determine the recommend alternative and deliver the final design documents. The scope should identify key team members by job title (not name), responsibilities, anticipated workflow, level of effort and schedule. The Scopes of Work must include identification of controllable and uncontrollable risks and their mitigation strategies.  Please include any major assumptions and expectations that have been made in preparing the proposal, including actions or materials that the City will provide.  The Scopes of Work is limited to four pages.  For risks, use the following format:   * **Risk #** – Title of the Risk (critical aspect of the scope) * **Why is it a Risk?** – A brief description of why the risk is critical a successful project outcome. * **Solution** – describe all of the following: (a) action steps that will be taken to successfully execute this aspect of the scope, and (b) technical expertise/experience to ensure the proposed action steps will fulfil the Scope of Work   ***Bullet points may be useful for listing recommended action steps.***  **ASSESSMENT OF CONTROLLABLE RISKS**   |  |  | | --- | --- | | **Risk 1:** |  | | **Why is it a Risk?** |  | | **Solution:** |  |   **Risk 2: Etc.**  **ASSESSMENT OF UNCONTROLLABLE RISKS**   |  |  | | --- | --- | | **Risk 1:** |  | | **Why is it a Risk?** |  | | **Solution:** |  |   **(You may delete all of these instructions)** |

****

|  |
| --- |
|  |