# ELECTRONIC PROCESSING OF REQUESTS FOR INFORMATION

- RFI Cut-off time: 11:00 AM on 2/10 (RFIs may be turned in before 11:00 AM)
- RFI responses returned to teams: 12:30 PM on 2/10
- RFI Formatting and Procedure:
    1. Teams to submit RFIs using the provided PDF RFI form. RFI's must be saved in the folder titled '5. RFI's Submitted' in Microsoft Teams.
    2. All RFIs are to be numbered with the school name prefix and RFI #. Example: SWIN_RFI_01.pdf
    3. Swinerton will return RFIs in PDF format to folder "6. RFI's Answered" on Microsoft Teams. Please note, all teams will receive the answers to all RFIs submitted.

## School Prefixes

- California Polytechnic State University, San Luis Obispo - SLO
- California Polytechnic State University, Pomona - POM
- California State University, Chico - CHO
- California State University, Fresno - FSU
- California State University, Long Beach - LB
- California State University, Northridge - NOR
- California State University, Sacramento - SAC
- San Jose State University - SJSU
- University of California, Berkeley - CAL
- University of California, Davis - UCD
- University of California, Los Angeles - UCLA
- University of California, San Diego - UCSD
- University of Southern California - USC