

## **Negotiating Comm-pass**

Go to [www.comm-pass.com](http://www.comm-pass.com)

Scroll down, in second column from left, click “Search for Solicitations”

In Keywords box, type “bsea” and click the search button

That should bring you to a similar looking page with a line entitled  
“There are 3 Solicitations found that match your search criteria” – click on that line

Click on the “View” glasses on the right for the contract you are interested in

(After reading this page), Click on the “Specifications” tab

Click on “Attachment A” and find the “Proposal Submission Documents.” This is what you will put together in your “application” for a contract, and send to me at the address listed.

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