

TECHNICAL PROPOSAL PACKET
SP-19-0032

PROPOSAL SIGNATURE PAGE

Type or Print the following information.

PROSPECTIVE CONTRACTOR'S INFORMATION				
Company:				
Address:				
City:		State:		Zip Code:
Business Designation:	<input type="checkbox"/> Individual	<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Public Service Corp	
	<input type="checkbox"/> Partnership	<input type="checkbox"/> Corporation	<input type="checkbox"/> Nonprofit	
Minority and Women-Owned Designation*:	<input type="checkbox"/> Not Applicable	<input type="checkbox"/> American Indian	<input type="checkbox"/> Asian American	<input type="checkbox"/> Service Disabled Veteran
	<input type="checkbox"/> African American	<input type="checkbox"/> Hispanic American	<input type="checkbox"/> Pacific Islander American	<input type="checkbox"/> Women-Owned
AR Certification #:	_____		* See <i>Minority and Women-Owned Business Policy</i>	
PROSPECTIVE CONTRACTOR CONTACT INFORMATION				
<i>Provide contact information to be used for bid solicitation related matters.</i>				
Contact Person:		Title:		
Phone:		Alternate Phone:		
Email:				
CONFIRMATION OF REDACTED COPY				
<input type="checkbox"/> YES, a redacted copy of submission documents is enclosed. <input type="checkbox"/> NO, a redacted copy of submission documents is <u>not</u> enclosed. I understand a full copy of non-redacted submission documents will be released if requested.				
<i>Note: If a redacted copy of the submission documents is not provided with Prospective Contractor's response packet, and neither box is checked, a copy of the non-redacted documents, with the exception of financial data (other than pricing), will be released in response to any request made under the Arkansas Freedom of Information Act (FOIA). See Bid Solicitation for additional information.</i>				
ILLEGAL IMMIGRANT CONFIRMATION				
By signing and submitting a response to this <i>Bid Solicitation</i> , a Prospective Contractor agrees and certifies that they do not employ or contract with illegal immigrants. If selected, the Prospective Contractor certifies that they will not employ or contract with illegal immigrants during the aggregate term of a contract.				
ISRAEL BOYCOTT RESTRICTION CONFIRMATION				
By checking the box below, a Prospective Contractor agrees and certifies that they do not boycott Israel, and if selected, will not boycott Israel during the aggregate term of the contract.				
<input type="checkbox"/> Prospective Contractor does not and will not boycott Israel.				

An official authorized to bind the Prospective Contractor to a resultant contract shall sign below.

The signature below signifies agreement that any exception that conflicts with a Requirement of this *Bid Solicitation* will cause the Prospective Contractor's proposal to be rejected.

Authorized Signature: _____ Title: _____
Use Ink Only.

Printed/Typed Name: _____ Date: _____

PROPOSED SUBCONTRACTORS FORM

- *Do not include additional information relating to subcontractors on this form or as an attachment to this form.*

PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP

PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.

INFORMATION FOR EVALUATION

- Provide a response to each item/question in this section. Prospective Contractor may expand the space under each item/question to provide a complete response.
- **Do not** include additional information if not pertinent to the itemized request.

	Maximum RAW Score Available
E1: Company Overview and Background	
A. Provide an overview of your organization, corporate background, and how this will allow you to provide the best services to AEDC. Provide reasons why your company would best meet the needs of AEDC’s PPFIA program.	5 Points
B. Provide job descriptions and qualifications of each individual key personnel who will be assigned to a resulting contract.	5 Points
C. Describe your plan for the substitution or replacement of key personnel. How soon would AEDC be notified of the change? How quickly would you anticipate the change to occur?	5 Points
D. Has the SEC or any other regulatory body enforced disciplinary action on your company in the last three (3) years? Provide detailed information on any disciplinary action and/or the process in place to ensure compliance.	5 Points
E2: Company Experience	
A. Describe your company’s capability to incorporate Arkansas’s unique legal, fiscal, environmental, and infrastructure landscape into a comprehensive public-private partnership program.	5 Points
B. Provide a summary of your company’s understanding of various public-private partnership structures, best practices, trends, and standards.	5 Points
C. Describe the three (3) most pertinent projects, in the past five (5) years, of relative size and value your company has completed. Describe how your company kept projects on-time and on-budget. If goals were not met, describe what processes your company has put into place to avoid these issues.	5 Points
D. Provide an overview of advisory services provided by your company, specifically, examples of PPFIA projects with which your company has the most experience.	5 Points
E. Describe your company’s public-private partnership analytical and quantitative capabilities.	5 Points
F. Provide a description of your company’s experience with financial modeling, economic analysis, Value-for-Money analysis, and research capabilities as it pertains to public-private partnership projects.	5 Points

G. Describe your company’s experience and approach to developing, structuring and implementing a comprehensive public-private partnership for a state or large municipality.	5 Points
H. Describe your company’s approach to structuring and completing time-sensitive public-private partnership program development and implementation tasks.	5 Points
I. Describe your company’s experience and approach to marketing and communicating to private and public entities. How does your company prepare and provide coaching tips for speaking to the media about PPFIA projects?	5 Points
J. Describe your company’s approach to developing marketing materials related to this program. Provide detailed steps to demonstrate how your company would incorporate AEDC’s input of marketing materials.	5 Points
K. Describe your company’s approach to training.	5 Points
L. Describe your approach and experience in dealing with multiple projects in multiple locations occurring simultaneously.	5 Points
M. Detail your company’s implementation steps/processes for a PPFIA project. Identify time requirements for each step/process.	5 Points
N. Describe your company’s approach for staying up-to-date with Federal and State compliance in the event a revision needs to be made to policies.	5 Points
O. If subcontractor(s) are used for any of the services to be provided to AEDC, explain how your company manages the subcontractor(s), and what the responsibilities of each subcontractor will be. If no subcontractor(s) will be utilized, describe how your company will manage the various contractual responsibilities.	5 Points
E3: Implementation	
A. Provide a timeline for completing all requirements to achieve implementation from contract award until AEDC’s implementation approval. Include key Contractor personnel, suggested invoicing benchmarks (if different than Performance Standards), and the role of AEDC personnel in this plan.	5 Points