

CONFIDENTIAL – DRAFT FOR DISCUSSION

Oklahoma Department of Transportation

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Proposal Submission Checklist

- 1 Proposer must provide a Form A “Proposer Eligibility” prior to or with the RFP submission.
- 2 Proposer must submit the RFP response(s) in PDF format by 3:00 p.m. CDT on August 17, 2016 to the e-mail address: rfprail@odot.org
- 3 Proposer must submit each RFP response in two separate e-mails labeled as:
 - Part A - “Proposer Name - Price and Financial Proposal” (per Section 3.1 of the RFP) including:
 - Proposer’s Non-Binding Offer price and payment information.
 - Proposed capital investment plan, which should include a forecast of anticipated capital investments.
 - Part B – “ Proposal Name - Business Proposal” (per Section 3.2 of the RFP) including the following sections:
 - Proposer Overview
 - Mark-up of the draft Term Sheet
 - Business Plan (items a – f)
 - Projected Economic Activity (must provide a completed Form B)
- 4 Proposers must submit the mark up of the Term Sheet
- 5 Proposal must be no longer than 30 pages (excluding requested appendices/forms and Term Sheet document) and have the minimum 10-point font