**APPLICANT INFORMATION**

|  |  |
| --- | --- |
| Vendor Name: |  |
| Address Line 1: |  |
| Address Line 2: |  |
| City/State: |  |
| Zip: |  |
| Telephone: |  |
| Email: |  |
| Website: |  |
| Federal Tax ID#: |  |
| Primary Contact: |  |
| Title: |  |
| Telephone: |  |
| Email: |  |

**PROPOSAL CHECKLIST**

|  |  |
| --- | --- |
| **Included?** | **Required Content** |
|  | Applicant cover sheet and checklist (attachment A from packet) |
|  | Proposal narrative |
|  | Operational readiness Gantt chart |
|  | Cost proposal (attachment B from packet) (Keep as Excel worksheet) |
|  | Personnel bios |
|  | Subcontractor form(s) (attachment C from packet) |
|  | Small and emerging business form(s) (attachment D from packet) |
| **Included?** | **Optional Content** |
|  | Small and emerging business affidavit(s) (attachment E from packet) |