

## **EXHIBIT D - PROPOSAL VOLUME CONTENTS AID**

This listing is provided as an aid to offerors and in no way represents all information that is required in a proposal. Offerors must comply with Sections 00100, 00110 and 00120 of the solicitation.

### **ELECTRONIC VOLUME 1, PRICE/COST INFORMATION**

( ) Offer – Complete in its entirety the “Offeror” portion of the Standard Form (SF) 1442. An official having the authority to contractually bind your company must sign the SF 1442 in accordance with FAR 4.102. Submit an original and the number of copies required by solicitation. An original signature is required on the original document.

Sample project

( ) Insert the price/cost associated with the Sample Project on the SF 1442.

( ) Representations and Certifications- insert the required certifications and representations.

**ELECTRONIC VOLUME 2, PAST PERFORMANCE INFORMATION- REMINDER-** Send out Questionnaires to your former clients so responses reach Contracting Officer NLT Closing Date!!!

( ) Exhibit A, Part 1: Performance Relevancy Questionnaire format, for five (5) general construction projects.

( ) Exhibit A, Part 2: Answer as applicable.

( ) Exhibit B reference questionnaires: Be sure to send a reference package to all Clients listed on Exhibit As, Part 1, in sufficient time so as to have questionnaires reach the Contracting Officer not later than the closing date for the solicitation. Follow-up with clients as necessary.

Offerors lacking relevant Past Performance experience may submit three (3) references for each Predecessor Company or Key Personnel on an Exhibit B. Exhibit B Reference Packages should also be sent.

### **ELECTRONIC VOLUME 3, TECHNICAL INFORMATION**

( ) Exhibit C – Is format and instructions complied with?

( ) Did you review Section 00120, Technical Evaluation, to ensure answers to questions and submission provide information needed for the evaluation?

( ) Are answers to the questions clear and detailed?

( ) Are all required attachments provided?

General:

Did you provide an Original hardcopy SF 1442 with signature?

Did you provide an Original hardcopy Bid Bond?

Did you provide your proposal in an electronic format/disc segmented/filed as directed?