

TECHNICAL PROPOSAL PACKET
710-21-0046

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"/> Partnership	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Corporation	<input type="checkbox"/> Public Service Corp <input type="checkbox"/> Nonprofit	
Minority and Women-Owned Designation*:	<input type="checkbox"/> Not Applicable <input type="checkbox"/> African American	<input type="checkbox"/> American Indian <input type="checkbox"/> Hispanic American	<input type="checkbox"/> Asian American <input type="checkbox"/> Pacific Islander American	<input type="checkbox"/> Service-Disabled Veteran <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 disqualified.

Authorized Signature: _____ Title: _____
Use Ink Only.

Printed/Typed Name: _____ Date: _____

SECTION 1 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

Authorized Signature: _____
Use Ink Only.

Printed/Typed Name: _____ Date: _____

SECTION 2 - VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are NON-mandatory **must** be declared below or as an attachment to this page. Vendor **must** clearly explain the requested exception, and should label the request to reference the specific solicitation item number to which the exception applies.
- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section of the bid solicitation.

Authorized Signature: _____
Use Ink Only.

Printed/Typed Name: _____ Date: _____

SECTIONS 3, 4, 5 - VENDOR AGREEMENT AND COMPLIANCE

- Exceptions to Requirements **shall** cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and **shall** fully comply with all Requirements as shown in this section(s) of the bid solicitation.

Authorized Signature: _____
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.

TECHNICAL SOLUTIONS AND SCOPE OF WORK	Maximum Available RAW Score
E.1 Background and Qualifications	
Provide a narrative of Contractor’s experience reflecting the requirement(s) at RFP Section 2.3.B, as well as Letter of Recommendations from contract managers who can verify experience at bid submission. Letter of Recommendation for contract managers must include the following: current phone number, mailing address, email address, title, and printed name.	5 points
E.2 Examination Development and Validation	
Provide Contractor’s proposed approach to providing the services specified in RFP Section 2.4.A.	5 points
E.3 Examination Administration	
Provide Contractor’s proposed application process and procedures for screening test candidate eligibility, test scheduling, and processing test fees based on established criteria and timeframes as required at 2.4.B.1.	5 points
Provide Contractor’s approach to ensuring a sufficient number of registered nurses at each training site as required at RFP Section 2.4.B.2-3.	5 points
Test Accommodations Provide Contractor’s approach to providing the testing accommodation required in RFP Section 2.4.B.4-6.	5 points
Test Integrity Provide Contractor’s approach to ensuring testing integrity as required at RFP Section 2.4.B.7-8.	5 points
Contingency Provide Contractor’s proposed contingency plan meeting the requirements at RFP Section 2.4.B.9.	5 points
B.10. 11. 12. 13 Test Sites Provide Contractor’s proposed approach to meeting the testing site requirements specified at RFP Section 2.4.10-13.	5 points
B.14 Scheduling Provide Contractor’s approach to meeting the scheduling requirements specified at RFP Section 2.4.B.14.	5 points
B.15 16. 17. Test Scoring Provide Contractor’s approach to meeting the test scoring requirements at RFP Section 2.4.B.15-17.	5 points
E.4 Renewal Process	
Provide Contractor’s proposed approach to providing the renewal processes and procedures as required at RFP Section 2.4.C.	5 points
E.5 Reciprocity Process	
Provide Contractor’s proposed approach to providing the interstate transfer and reciprocity processes and procedures as required at RFP Section 2.4.D.	5 points
E.6 Military Licensure	
Provide Contractor’s approach to providing automatic licensure for active duty service members as required at RFP Section 2.4.E.	5 points
E.7 Customer Service	
Provide Contractor’s approach to meeting the customer service requirements at RFP Section 2.4.J.	5 points
E.8 Reports	
Provide Contractor’s approach to meeting the reporting requirements specified at RFP Section 2.4.G.	5 points
E.9 Web-based Portal	
Provide Contractor’s approach to providing the web-based portal as required at RFP Section 2.4.H.	5 points
E.10 Electronic Clearinghouse Registry	
Provide Contractor’s approach to providing the electronic clearinghouse registry as required at RFP Section 2.4.I.	5 points

E.11 Training	
Provide Contractor's approach to providing training as required at RFP Section 2.4.K.	5 points
E.12 Work Plan Requirements	
Provide Contractor's proposed work plan meeting the requirements at RFP Section 2.4.M.	5 points
E.13 Data Requirements	
Provide Contractor's approach to meeting the data requirements specified in RFP Section 2.5.	5 points
E.14 Future Programs	
Please provide contractor's approach to providing nursing home administrator examinations in the future as required in RFP Section 2.7.	5 points

OFFICIAL BID PRICE SHEET

Total cost: \$ _____

All bid pricing **must** be in United States dollars and cents.
Please provide a detailed budget as a separate attachment

By signature of this form and submission of a cost in response to this request, the respondent acknowledges that this submission is all-inclusive, true, and accurate. Also, by signature below, vendor agrees to and shall fully comply with all terms and compliances agreed to in responses submitted for the original solicitation 710-17-1000.

Vendor Name:	Date:
Signature:	Title:
Printed Name:	