

**AL-GIS-RFP-19-002 ATTACHMENT B-BUSINESS PROPOSAL**

**Attachment B - Business Proposal**

**Instructions**

<b>Tab Name</b>	<b>Instructions</b>
Business Proposal	Please fill in the cells shaded yellow and indicate if any attachments are included in the response to each item. Some items require a yes/no answer and an explanation if the answer is no.

**AL-GIS-RFP-19-002 ATTACHMENT B - BUSINESS PROPOSAL**

Respondent Name: 

Please Complete Yellow Shaded Regions

**2.3.1 GENERAL (OPTIONAL)**

The Respondent may use this optional section of the business proposal to introduce or summarize any information the Respondent deems relevant or important to the State's successful acquisition of the products and/or services requested in this RFP.

Enter your response below. Please indicate if attachments are included.

--

**2.3.2 RESPONDENT'S COMPANY STRUCTURE**

The legal form of the Respondent's business organization, the state in which formed (accompanied by a certificate of authority), the types of business ventures in which the organization is involved, and a chart of the organization are to be included in this section. If the organization includes more than one product division, the division responsible for the development and marketing of the requested products and/or services in the United States must be described in more detail than other components of the organization.

Enter your response below. Please indicate if attachments are included.

--

**2.3.3 COMPANY FINANCIAL INFORMATION**

This section must include the Respondent's financial statement, including an income statement and balance sheet, for each of the two most recently completed fiscal years. The financial statements must demonstrate the Respondent's financial stability. If the financial statements being provided by the Respondent are those of a parent or holding company, additional financial information should be provided for the entity/organization directly responding to this RFP.

Enter your response below. Please indicate if attachments are included.

--

**2.3.4 INTEGRITY OF COMPANY STRUCTURE AND FINANCIAL REPORTING**

This section must include a statement indicating that the CEO and/or CFO has taken personal responsibility for the thoroughness and correctness of any and all financial information supplied with this proposal. The particular areas of interest to the Board in considering corporate responsibility include the following items: separation of audit functions from corporate boards and board members, if any, the manner in which the firm assures board integrity, and the separation of audit functions and consulting services. The State of Alabama will consider the information offered in this section to determine the responsibility of the Respondent.

The Sarbanes Oxley Act of 2002, H.R. 3763, is NOT directly applicable to this procurement; however, its goals and objectives may be used as a guide in the determination of corporate responsibility for financial reports.

Enter your response below. Please indicate if attachments are included.

--

**2.3.5 CONTRACT TERMS/CLAUSES**

The contract resulting from this RFP will contain both mandatory and non-mandatory clauses. Mandatory clauses are non-negotiable while non-mandatory clauses are highly desirable. **Attachment A** contains a sample contract that will be similar to the one resulting from this RFP. Please indicate your acceptance of the following mandatory/non-mandatory clauses within the sample contract. If a non-mandatory clause is not acceptable as worded, please indicate in the "Additional Contract Considerations" and suggest a specific alternative wording to address issues raised by the specific clause in the explanation space provided.

To reiterate, it's the Board's strong desire to not deviate from the contract provided in the attachment and as such the Board reserves the right to reject any and all of these requested changes. Failure to include a clear, specific, unequivocal agreement to these clauses may result in disqualification of the proposal from further evaluation.

Mandatory Clauses	Acceptance? (Yes / No)	If No, Explanation
Duties of Contractor, Rate of Pay, and Term of Contract		
Authority to Bind Contractor		
Compliance with Laws		
Drug-free Workplace Provision and Certification		
Employment Eligibility Verification		
Funding Cancellation		
Governing Laws		
Indemnification		
Non-discrimination Clause		
Ownership of Documents and Materials		
Payments		
Penalties/Interest/Attorney's Fees		

Termination for Convenience		
Non-collusion and Acceptance		

**Additional Contract Considerations**  
*Please note: The Board will only review or negotiate changes to contract clauses clearly identified in the transmittal letter. If there are no contract clauses identified, Respondent is considered to have accepted the clauses as they are currently written.*

Enter your response below. Please indicate if attachments are included.

**2.3.6 REFERENCES**

The Respondent must include a list of at least three (3) clients for whom the Respondent has provided products and/or services that are the same or similar to those products and/or services requested in this RFP. Any state government for whom the Respondent has provided these products and services should be included; also to be included should be clients with locations near Alabama as site visits may be arranged. Information provided should include the name, address, and telephone number of the client facility and the name, title, and phone/fax numbers of a person who may be contacted for further information.

**Reference One**

Legal Name of Company or Governmental Entity
Industry of Company
Mailing Address
Telephone Number
Contact Name
Title
Telephone/Fax Number
E-mail Address
Time period in which services were provided
Please describe the service provided to this reference

Enter your response below.

**Reference Two**

Legal Name of Company or Governmental Entity
Industry of Company
Mailing Address
Telephone Number
Contact Name
Title
Telephone/Fax Number
E-mail Address
Time period in which services were provided
Please describe the service provided to this reference

Enter your response below.

**Reference Three**

Legal Name of Company or Governmental Entity
Industry of Company
Mailing Address
Telephone Number
Contact Name
Title
Telephone/Fax Number
E-mail Address
Time period in which services were provided
Please describe the service provided to this reference

Enter your response below.

Please identify all references for the past five (5) years for whom your company has provided the same or similar services as those requested in this RFP, but the contract was terminated for cause or for convenience.

**Reference One**

Legal Name of Company or Governmental Entity
Industry of Company
Mailing Address
Telephone Number

Enter your response below.





Please describe your company's experience in serving clients of a similar size to the State that also had a similar scope. Please provide specific clients and detailed examples.