

ATTACHMENT A
Submission Cover Sheet and Proposal Checklist

Please fill out and submit the following Cover Sheet and Checklist with your proposal

Garage for Which this Proposal Was Prepared	
Bid Price Being Offered for Garage	

Respondent's Contact Information:	
Individual Name of Respondent	
Name of Company	
Street Address of Company	
City, State & Zip	
Mailing Address if different from Street Address (above)	
Contact Person (Name, Title)	
Telephone Number	
Email Address	
Federal Taxpayer ID Number	

Submission Checklist:	Yes	N/A
Transmittal letter with contact information <u>and</u> Attachment A		
Summary of overall proposal, including project vision		
Experience – current parking facilities owned/operated		
Management and Operation Plan, including Maintenance Plan		
Pricing Plan – Rates and rate schedules and a marketing plan		
Purchase price and evidence of funding sources (both equity and any financing)		
Proof of Funding, including letter from financial source/institution		
Issues and concerns		

Include this coversheet and checklist with your submission – no exceptions