

**RFP Response Form
BIRDSALL Unit # 3 Generator Hydrogen Leak**

Proposal Format

Your written proposal should include a signed transmittal letter and the information in the format outlined below. **In order to expedite the evaluation of proposals, CONTRACTOR shall organize their proposals in the sequence specified below.** Proposals not addressing the following items in the sequence specified below may be considered non-responsive.

1.0 Technical Response – Project Information

1.1 Response to Exhibit A, Specifications

CONTRACTOR shall indicate that they have read, understood and comply with each section in Exhibit A, Specifications. Compliance with a Section shall mean that CONTRACTOR complies with each and all subsections of that Section. CONTRACTOR shall include all such required information with the response and such information shall clearly be marked by the appropriate Section or Subsection Number and Title.

1.2 Project Narrative

Provide a narrative for your approach and methodology to this project. Proposals should include a detailed description of service for each option separately.

1.3 Project Schedule

Confirm ability to meet the schedule required in Exhibit A, Statement of Work. Provide a timeline for implementation from contract award forward.

1.4 Equipment

Identify the equipment CONTRACTOR intends to use in support of this project.

1.5 UTILITIES' Requirements

Describe any requirements of UTILITIES required by CONTRACTOR to complete this project.

1.6 Company and Personnel Experience

Summarize company and personnel experience as it relates to the proposed project.

1.6.1 Experience and background of personnel assigned to the Work.

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1.6.2 Documentation of knowledge of power plant turbine generators.

1.7 Staff Resumes Assigned to Project

Provide resumes of specific staff that will be assigned to the project, indicating their responsibility towards the project. Indicate the person who will be in charge of the project.

1.8 Relevant References

Provide a description of three (3) projects your firm has managed in the last three (3) years which are similar in scope to this project. Include the name of the firm, point of contact, address, telephone number and a description of the work performed. Also provide the safety record for projects listed above.

1.9 Additional Information

Provide any additional information applicable to this project that you think might be valuable in assessing your proposal.

2.0 Technical Response – General Information

2.1 Request for Proposal Terms and Conditions

Please indicate that you have read, understand and accept each Section of this RFP including the proposed contract. Please detail any exceptions, thoroughly explain each, and provide the proposed replacement language for each.

2.2 General Information:

Please provide the following information:
Company Information, Firm Name, Business Address, Primary Contact Name, Telephone Number and Email Address, State of Incorporation (if incorporated), Federal Employer Identification Number, Year Established, Type of Ownership, and Indication of whether the firm is or will be (and when) licensed to do business in the state of Colorado.

2.3 Statement of Conflict of Interest

Explain any concerns CONTRACTOR may have in maintaining objectivity in recommending the best solution for UTILITIES. All potential conflicts of interest must be disclosed.

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2.4 Exhibits

Complete Exhibits F and include with your proposal.

2.5 Addenda

CONTRACTOR shall indicate that they have examined and carefully studied the Addenda published, receipt of all shall be acknowledged. (List Addenda by Addendum Number and Date)

3.0 Cost Response (submit under a separate sealed cover)

- 3.1** CONTRACTOR shall submit a proposed Not-To-Exceed price for one (1) or more options described in Exhibit A, Statement of Work, Section 3.0. Prices shall include mobilization and demobilization, travel and per diem, and delivery, FOB Destination.

Description	Price
Option #1	\$
Option #2	\$
Option #3	\$

- 3.2** CONTRACTOR shall submit any costs not included in section 3.1.
- 3.3** CONTRACTOR shall submit any discount structure available such as early payment discounts.
- 3.4** CONTRACTOR shall provide Time & Materials prices for additional work.