

## Attachment F: RFP Proposal Checklist

This checklist is provided to assist both the offeror and the State in identifying the RFP requirements within the proposal. There may be **additional requirements** beyond those listed on this checklist.

**Offerors are solely responsible** for thoroughly reviewing the RFP to make sure that they have met all the requirements and have provided all necessary information.

RFP Requirement	Section of RFP	Page Location in Proposal
Narrative statements demonstrating at least five years to total experience and at least two projects within the past three years.	1.04	
Narrative statements demonstrating the consultant and project manager have at least three years of practical experience with Amadeus PROPworks software.	1.04	
Offerors must submit at least two but no more than five references.	1.04	
Narrative statements that include the requirements as outlined in Section 1.09	1.09	
Introductory narrative statements as required under section 4.02.	4.02	
Narrative statements as required under section 4.03 that demonstrate the offerors understanding of the project.	4.03	
Narrative statements as required under section 4.04 that demonstrate the offerors methodology used for the project.	4.04	
Narrative statements as required under section 4.05 that demonstrate the offerors management plan for the project.	4.05	
Narrative statements as required under section 4.06 that demonstrate the offerors experience and qualifications.	4.06	
Offerors must submit Attachment A-Cost Proposal Form	Section 4.07	
Alaska Business License at the time of award	6.02	
Narrative statement(s) detailing any and all Objections to Appendix A	7.01	
Narrative statement confirming the proposal is not qualified and does not restrict the rights of the State	7.05	