**Attachment “F”**

**RFP Submission Checklist**

**Please initial next to each item as to verify that all listed items are included with the electronic submission to PBPN.**

1) RFP Signed Technical Proposal (Content completed as per section 3 of RFP) \_\_\_\_\_\_\_\_\_\_

2) Signed copy of Attachment “C” Drug Free Workplace \_\_\_\_\_\_\_\_\_\_

3) Signed copy of Attachment “D” PBPN Disbarment Disclosure \_\_\_\_\_\_\_\_\_\_

4) Attachment “E” References \_\_\_\_\_\_\_\_\_\_

5) Attachment “B” Cost Proposal (completed as per section 3.7 of RFP) \_\_\_\_\_\_\_\_\_\_

6) Copy of Insurance Certificate per section 5.1 of RFP \_\_\_\_\_\_\_\_\_\_

7) Copy of Performance Bond, or letter of bonding agency of ability to bond \_\_\_\_\_\_\_\_\_\_

8) Copy of PBPN Business license or application for license upon award of project \_\_\_\_\_\_\_\_\_\_

9) Attachment “M” - Subcontractor / Supplier List \_\_\_\_\_\_\_\_\_\_

10) Copy of signed Attachment “F” – RFP submission Checklist \_\_\_\_\_\_\_\_\_\_

11) W-9 completed and submitted \_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_