

3.1 PROPOSAL REQUIREMENTS

Proposals shall provide the information required in an organized manner must provide details of how the Proposer anticipates providing the services required. Proposals must detail the Proposer's understanding of, and approach to each element of the Scope of Work to be accomplished, identification of any work anticipated to be performed by subcontractors. The Proposer should demonstrate an understanding of the OMPD's needs and objectives.

The RFP's submitted for this procurement will be scored by CDOT staff to evaluate the Proposer qualifications and experience and the qualifications and experience of the Proposer Core staff.

These issues should be addressed and highlighted further in your RFP.

The proposal should be organized and address the issues as noted below:

- Overall management approach and philosophy
 - Program management approach
 - OMPD Consultant PM organization chart
 - Mobilization plan
 - Proposed support services approach and criteria
 - Approach to Budget / Financial Innovation
 - Project Delivery Innovation and value added
- Task I *Review & Assess the 2014+ OMPD Program*
 - Approach to coordination with Regions
 - Regional Work-Plan and schedule
- Task II *Review & Assess the 2014+ OMPD Coordination with Region & HQ*
 - Approach to coordinate work with Regions and Headquarters staff
 - Proposals for efficient and cost effective delivery
 - Approach to refining existing processes and procedures
 - Work-Plan and schedule
- Task III *Development of the 2014+ OMPD Individual Project and Financial Plan*
 - Approach to work with Regions and Headquarters staff
 - Proposals for efficient and cost effective Program delivery
 - Proposed approach to evaluating support services role
 - Approach to refining existing processes and procedures
 - PMP Work-Plan and schedule

3.2 ADMINISTRATIVE INFORMATION

Proposal must include a brief statement of the Proposer's understanding and compliance with the Administrative terms and conditions set forth in Section 1 of this RFP.

3.3 CONFLICT IDENTIFICATION

Proposals must identify all current and former contract activity with any existing State agency or transportation authority, reasonably related to the work described in this RFP. Indicate when involvement occurred and length such involvement, the specific type of activity with identified agency and/or transportation authority, and indicate the extent of involvement with such entities.