SECTION 1: INSTRUCTIONS

- Unless otherwise stated in the RFP, the items below must be completed and included in the proposer's electronic submission.

SECTION 2: TABBED DOCUMENTS FOR PROPOSAL

- Please mark an **"X" below** to verify the referenced document Attachment has been completed/signed (unless noted as "optional") and included in the proposer's electronic submission.

"X" if Included	Submittal Items (Five copies of each proposal, including one with original signatures).		
☐	Tab 1	Form of Proposal; Form HUD-5369C; Profile of Firm, W-9; License Copies	Attachments A, B, C, H
☐	Tab 2	Experience, Qualifications, Ability & Capability of Firm	
☐	Tab 3	Management Plan & Staffing	
☐	Tab 4	References	
☐	Tab 5	Equal Employment Opportunity (EEO)	
☐	Tab 6	(Optional): Subconsultant/Joint Venture Information	
☐	Tab 7	(Optional): Section 3 Business Preference Documentation	Attachment D
☐	Tab 8	(Optional) Other Information	
☐	Tab 9	Proposed Fees (on submitter's own pricing form)	Attachment I

SECTION 3: SECTION 3 STATEMENT

- Are you claiming a Section 3 business preference? ☐ YES or ☐ No.
  - If "YES", which priority are you claiming? _____
  - Complete Attachment D and submit under the TAB specified in the RFP.

SECTION 4: PROPOSER'S STATEMENT

The undersigned proposer states that by completing, executing, and submitting this "Form of Proposal" and all other documents within this proposal submittal, he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate and that if BHA discovers any information entered herein to be false, such shall entitle BHA to not consider or make award or to cancel any award made with the undersigned party.

Further, by 1) registering with the Housing Agency Marketplace system *(as required to be considered "responsive")* and 2) completing and submitting the proposal submittal, the undersigned proposer is thereby agreeing to abide by all terms and conditions pertaining to this RFP as issued by BHA, either in hardcopy or on the noted Housing Agency Marketplace system including an agreement to execute the attached Sample Contract form (Attachment F).

Pursuant to all RFP documents, this "Form of Proposal" and all attachments, and pursuant to all completed documents submitted (including these forms and all attachments), the undersigned proposes to supply BHA with the services described herein for the fee(s) entered within the areas provided within the Housing Agency Marketplace system pertaining to this RFP *(unless otherwise stated in the RFP)*.

Signature	Date (mm/dd/yr) / /
Printed Name	Title

SUBCONTRACTOR(S) MUST COMPLETE SEPARATE ATTACHMENT: PLACE UNDER DESIGNATED TAB.