

## Appendix D – Proposal Checklist

All proposals must be submitted to INDOT's PSCS system 60 days after the publication of the RFP and no later than 1:00PM EDT. Proposals must include all the documents listed below. File names and formats must be as noted below for each file.

### REQUIRED SUBMITTAL MATERIALS:

- PART A ADMINISTRATIVE PROPOSAL  
Format: PDF or MSWord (.doc)  
Naming: A\_ApplicantName\_ADMINISTRATIVE
  
- PART B EXPERIENCE PACKAGE  
Format: PDF or MSWord (.doc)  
Naming: B\_ApplicantName\_EXPERIENCE
  
- PART C: SITE PROPOSAL  
Format: PDF or MSWord (.doc)  
Naming: C\_ApplicantName\_SITE PROPOSAL\_Site\_Address