

Exhibits

Exhibit A – Payment Schedule

Exhibit B - Forms

Exhibit A - Payment Schedule

Payments for Implementation HOV Declaration Application					
Payment Number	Payment Milestone	Milestone Deliverables	% Paid	Cum % Paid	Paid
A-1	Notice to Proceed	Notice to Proceed Received from NCTA	5.00%	5.00%	\$ -
A-2	Design Phase	<ul style="list-style-type: none"> • Approved Project Management Plan • Approved HOV Declaration Application System (e.g. DB, mobile and website user interface, system interfaces, and system integration) Design Document <ul style="list-style-type: none"> ○ Approved Express Lane RTCS interface control document (ICD) ○ Approved BOS ICD • Approved Graphic User Interface (GUI) Design, website design, including Wireframes • Approved Test Plan (including application certification) • Approved Training and User Documentation Plan • Approved Requirements Traceability Matrix (RTM) • Approved, baselined Project Schedule 	15.00%	20.00%	\$ -
A-3	Development Phase	<ul style="list-style-type: none"> • Development of the website and mobile device version(s) of the HOV Declaration Application for the required web browsers, mobile devices and mobile device operating systems • Development and integration of the interface to NCTA and concessionaire Express Lane roadside toll systems 	15.00%	35.00%	\$ -

		<ul style="list-style-type: none"> • Development and integration of the interface to the NCTA BOS • Completion of all required internal testing (e.g. unit testing, regression testing, etc.) • Provision of testing and defect tracking reports for NCTA review • Approved project schedule updates • Approved test scripts for each formal test • Approved update to Requirements Traceability Matrix • Draft user manual(s), “how-to” and/or help system documentation, as well as and training materials 			
A-4	Application Testing, Implementation and Training Phase	<ul style="list-style-type: none"> • Approved user manual(s), “how-to” and/or help system documentation, as well as and training materials • Complete training all required NCTA staff members • Approved update to RTM (if necessary) • Usability and User Interface Testing (may be two different tests) • Successful completion of User Acceptance Testing (UAT) • Successful completion of Google Play and Apple Application Store Certification Testing • Approved test report results documentation • Approved vulnerability Scan Report • Approved Release Note(s) • Approved Maintenance Plan 	25.00%	60.00%	\$ -
A-5	Final Deployment to Production	<ul style="list-style-type: none"> • Successful completion of Operational Observation Period (OOP) 	30.00%	90.00%	\$ -

		<ul style="list-style-type: none"> • Provision of training for all NCTA-required staff members • Meets project acceptance criteria on the 30th day after production deployment 				
A-6	Project Closeout Phase	<p>All system documentation:</p> <ul style="list-style-type: none"> • Final as-built Detailed Application Design Document • Final as-built GUI Design, website design and Wireframes • Final as-built Express Lane RTCS interface control document (ICD) • Final as-built BOS ICD • Approved Penetration Testing Report • Final as-built Training Manual for Customer Service Representative Web Application Portion • Final software documentation to provide API developers the necessary information to create functions required to pass data to and from mobile applications. • Final as-built design documentation • Final as-built website templates and formatting style sheets 	10.00%	100.00%	\$	-

Exhibit B

Forms

Form B-1	Proposal Cover Sheet
Form B-2	Reference Forms
Form B-3	Key Team Qualifications
Form B-4	List of Subcontractors and RS-2 Form
Form B-5	Recent Client List
Form B-6	Firm Qualifications and Financial Stability
Form B-7	Price Proposal Form and Instructions (Excel)
Form B-8	Proposer Questions Form
Form B-9	Non-Collusion Forms
Form B-10	Surety Commitment Letter
Form B-11	Acknowledgement of Receipt of Addenda

Form B-I
Proposal Cover Sheet

**NORTH CAROLINA TURNPIKE AUTHORITY
HOV DECLARARION SYSTEM
REQUEST FOR PROPOSALS**

EXECUTION: In compliance with this Request for Proposal, and subject to all the conditions herein, the undersigned offers and agrees to furnish any or all Services or goods upon which prices are offered, at the price(s) offered herein, within the time specified herein. By executing this offer, I certify that this offer is submitted competitively and without collusion.

Failure to execute/sign offer prior to submittal shall render Proposal invalid. Late offers are not acceptable.

BIDDER:		
STREET ADDRESS:	P.O. BOX:	ZIP:
CITY & STATE & ZIP:	TELEPHONE NUMBER:	TOLL FREE TEL. NO:
PRINT NAME & TITLE OF PERSON SIGNING:	FAX NUMBER:	
AUTHORIZED SIGNATURE:	DATE:	E-MAIL:

Offer valid for two hundred and forty days (240) days from Proposal Due Date.

Form B-2
Reference Form

Proposer shall use this form to clearly demonstrate how it meets the qualification requirements for Proposals with regard to experience in **Section IV, Proposal Contents and Submission, Section I.2 Qualification Requirements Section of the RFP**. Each reference provided may be contacted by NCTA. Copy this form as needed to comply with the requirements outlined in the RFP for each of the Implementation and Operations and Maintenance Phase minimum requirements.

Proposer's Name: _____

Prime Subcontractor

Reference Company/Agency Name:	
City:	State:
Project Manager/Owner Reference:	Project Manager/Owner Reference Contact Information (Phone Number and/or E-mail Address):
Start and End Dates of the Project:	Cost of the Project:
Number and Cost of Change Orders (to date):	
Alternate Reference*:	
Phone Number:	E-mail:
Alternate Reference Role on Referenced Project:	
*Must be completed in addition to the Project Manager/Owner Reference	
a. Please place a mark next to each item for which this reference is intended to address.	
Websites:	
<input type="checkbox"/> Design	<input type="checkbox"/> Development on Multiple Browsers
<input type="checkbox"/> Website Integration with Mobile Application	<input type="checkbox"/> Formatting Websites for Smart Phones
<input type="checkbox"/> Implementation	<input type="checkbox"/> Operations and Maintenance
<input type="checkbox"/> Integrated web applications associated with highway toll collection systems	
<input type="checkbox"/> Developed and managed near real-time data exchange interfaces to external entities;	
Mobile Applications:	
<input type="checkbox"/> Design	<input type="checkbox"/> Development on Apple Operating Systems
<input type="checkbox"/> Development on Google Operating Systems	<input type="checkbox"/> Development for Multiple Android Devices
<input type="checkbox"/> Implementation	<input type="checkbox"/> Operations and Maintenance
<input type="checkbox"/> Integrated mobile applications associated with highway toll collection systems	
<input type="checkbox"/> Experience with the mobile application certification process for both Google Play and the Apple App Store	
<input type="checkbox"/> Developed and managed near real-time data exchange interfaces to external entities;	
Please provide detailed explanation for each item below:	

b. Description of the referenced project, and its relevance to NCTA's HOV Declaration Application project (e.g. successfully designing, developing, testing, integrating, implementing and maintaining website and mobile applications with other transaction-based systems:

c. Description of the functionality associated with the website and/or mobile applications for the referenced project, and its relevance to NCTA's HOV Declaration Application project (e.g. UI within the application, process and exchange data with an interfacing system in near real-time):

d. Description of the type of maintenance currently performed for the website and/or mobile applications for the referenced project, and how many years your firm has maintained the website and/or mobile applications:

e. Description of the certification processes undertaken for the mobile application(s) developed for the referenced project, and its relevance to NCTA's HOV Declaration Application project (e.g. successfully designed, developed, tested, and obtained certification for mobile applications within the last two (2) years for both Google Play and the Apple App store(s)):

Form B-3

Key Team Qualifications

Proposer shall use this form for Key Personnel Team member references. Each reference provided may be contacted. Copy this form as needed to comply with the requirements of the RFP and the number of references cited.

Key Team Member's Name:	Position:
Relevant Prior Project and Role:	
Agency/Client:	Agency/Client Contact Name and Role:
Agency/Client Phone Number:	Agency/Client Email Address:
Total number of years of experience Key Personnel team member has in similar role to one proposed for NCTA's HOV Declaration Application Project:	
Description of prior project scope, cost, start / end dates, etc.:	
Description of their role on prior project, including dates of participation and job description:	
Key Personnel team member's major contributions and highlights:	

Form B-4

List of Subcontractors and RS-2 Forms

(A PDF of the List of Subcontractors form is presented below. A fillable PDF of the RS-2 form is “paper clipped” to the RFP file for ease of completion.)

Please duplicate this page as necessary to provide the requested information.

	SUBCONTRACTOR	SUBCONTRACTOR	SUBCONTRACTOR
Legal Name of Company			
Company's FEID Number			
Company Contact Name			
Company Address			
City, State, Zip Code			
Company Telephone No.			
Company E-mail address			
Legal Name of Principal(s)			
Address of Principal(s)			
City, State, Zip Code			
Telephone No. of Principal(s)			
E-mail address of Principal(s)			
Corporate Number (if applicable)			
License Number (if applicable)			
Status of License (if applicable)			
Work to be Performed			
Expected Percentage of Total Work			

By: _____
 President or Vice President

Signature: (1) _____

Attest: _____
 Secretary (or Assistant Secretary)

Signature: (2) _____

(Affix Corporate Seal)

Form B-5
Recent Client List

#	Name of Client including Address and Telephone #	Project Name	Description of website and mobile applications developed (including purpose, overview of functionality, mobile platforms supported, availability of Apple Application Store and Google Play and current rating)	Start Date	End Date	Contract Amount
001						
002						

Form B-6

Proposer Qualifications and Financial Stability

Proposer Qualifications and Financial Stability

Proposer shall use this form to clearly demonstrate how it meets the minimum qualification requirements for Proposals with regard to experience in **Section I.3. C Proposer Qualifications Section of the RFP**. Each reference provided may be contacted by NCTA. Copy this form as needed to comply with the requirements outlined in the RFP for each of the Implementation and Operations and Maintenance Phase minimum requirements.

Proposer's Name: _____

Company Name:	
1.	A brief history and description of the Proposer's organizational structure, including size, number of employees, capability and area(s) of specialization:
2.	A detailed discussion of the Proposer's qualifications and experience related to Section III, Scope of Work and Requirements :
3.	Registration to do business with the North Carolina Office of the Secretary of State:
4.	Annual revenues for the firm and for the subsidiary, division or group responsible for this Project:
5.	Attach financial statements for the past two years: <input type="checkbox"/> Audited financial statements <input type="checkbox"/> Unaudited financial statements Types of Statements: <input type="checkbox"/> Lines of Credit <input type="checkbox"/> Balance Sheet <input type="checkbox"/> Statement of Income <input type="checkbox"/> Statement of Cash Flow <input type="checkbox"/> Tax Return

Form B-7
Price Proposal Form and Instructions
(Microsoft Excel)

Form B-8
Proposer Questions Form

Form B-9

Non-Collusion Forms

(Please complete a single form that is applicable to your firm's structure. Fillable PDFs of the form are "paper clipped" to this NCTA HOV Declaration Application RFP Exhibits file for ease of completion.)

Form B-10
Surety Commitment Letter

CONSENT OF SURETY

TO: North Carolina Turnpike Authority

We have reviewed the proposal of _____
(Proposer)

(Address)

for the HOV Declaration Application for which Proposals will be received on: _____
(Proposal Due Date)

and wish to advise that should this Proposal of the Proposer be accepted and the Contract awarded to, such Proposer, this company agrees to become the surety and provide the Payment and Performance Bonds required by the Contract for all the Design, Development, Testing, Training and Implementation, Project Closeout, and Maintenance Phases. Such bonds. Such bonds will be in the amounts identified in the Price Proposal as referenced in the RFP in **Section I Administrative**, Section 4.1. Notification of Award.

We are duly authorized to do business in the State of North Carolina.

Surety Company/Address:

(Authorized Signature)

ATTEST:

[Attach Power of Attorney]

(Corporate Seal, if any. If no seal, write "No Seal" across this place and sign.

Form B-11
Acknowledgement of Receipt of Addenda

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The Proposer shall acknowledge receipt of each addendum to this Request for Proposal by completing this form and including same in the Technical Proposal.

<u>Addenda</u>	<u>Date</u>	<u>By</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Failure to confirm receipt of addenda may result in rejection of the Proposer’s Proposal.

Dated _____, 2017

Legal Name of Firm

By _____
Signature

Title

NOTE: Attach additional pages as necessary.