

# PROPOSAL FORMS

## CULTURAL & ENTERTAINMENT EVENT USES

AT

STATE-WALL PARKING LOT  
NEW HAVEN, CONNECTICUT  
NHPA PROJECT #19-040

**[Revised per Addendum #1]**



**PARK**  
NEW HAVEN

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Name of Proposer

## **PROPOSAL FORM**

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AT  
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**(Attach additional sheets as may be necessary)**

1. Describe what cultural and entertainment events you propose.

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2. Describe how you will manage and oversee the cultural and entertainment events.

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3. How many people per event do you estimate will attend. Provide back-up information.

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4. How much area do you require for the events? Show the area which you request on the enclosed drawing.

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5. Describe how you propose to advertise and market the cultural and entertainment events and identify any proposed signage.

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Name of Proposer

6. Describe the amenities you propose such as food and beverage, tables and chairs, portable toilets, etc.

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7. Describe how you will separate your operation from the public parking areas (e.g., decorative ropes, temporary fence, etc.). Be specific and show examples.

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8. Describe your proposed rules and regulations for the cultural and entertainment events for the public and your contractors and vendors, and how you will enforce these.

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9. Describe how you will provide security for the License Area and any affected parking lot areas.

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10. Describe how you will control noise, litter, garbage, refuse, spills, etc.

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11. Due to site limitation, there will be no on-site storage allowed. Describe how you will store off-site and mobilize on-site.

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12. Describe any need for electrical power from the existing electrical service enclosure (approximately 75 amps are available - you need to verify on site) and how you will safely secure/handle any extension cords.

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13. Identify the license fee payment (rent) you propose (amount per month/year, fixed fee, percentage of gross, combination, etc.). **Minimum of \$1,000 per event.** [Note: Minimum fee per event revised per Addendum #1]

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14. Identify the Term of use which you request.

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15. Identify your proposed business hours (days of weeks, hours per day).

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16. When do you anticipate you can open for business?

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Name of Proposer: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone #: \_\_\_\_\_

E-mail: \_\_\_\_\_

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

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

(Duly Authorized)



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Proposer's Name

**STATEMENT OF PROPOSER'S QUALIFICATIONS**

**CULTURAL & ENTERTAINMENT EVENT USES  
AT  
STATE-WALL PARKING LOT  
NEW HAVEN, CONNECTICUT  
NHPA PROJECT #19-040**

**(Note: To be submitted by the Proposer with his Proposal)**

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. If necessary, questions may be answered on separate attached sheets. The Proposer may submit any additional information desired.

1. Name of Proposer.
2. Proposer's Social Security or Federal Tax ID Number.
3. Permanent main office address and telephone number and e-mail address.
4. Proposer's Form of Business Organization (e.g., corporation, partnership, individual)
5. When organized.
6. Where organized.











\_\_\_\_\_  
Proposer's Name

The undersigned hereby represents that the above information is true and accurate to the best of his/her knowledge and further authorizes and requests any person, firm, or corporation to furnish any information requested by the New Haven Parking Authority in verification of the recitals comprising this Statement of Proposer's Qualifications.

Dated at \_\_\_\_\_ this \_\_\_\_\_  
day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
(Name of Proposer)

By: \_\_\_\_\_

Title: \_\_\_\_\_

State of \_\_\_\_\_, County of \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 2019 before me personally  
came \_\_\_\_\_, to me known who did depose and say that  
he is \_\_\_\_\_,  
of \_\_\_\_\_,

the Corporation/Partner/Individual described in and which executed the foregoing  
instrument and that such instrument is duly submitted on behalf of

\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

**NEW HAVEN PARKING AUTHORITY  
NON-COLLUSION AFFIDAVIT OF PROPOSER  
NHPA PROJECT #19-040**

STATE OF \_\_\_\_\_

ss:

COUNTY OF \_\_\_\_\_

\_\_\_\_\_, being first duly sworn,  
deposes and says that:

1. He is (owner, partner, officer, representative, or agent) of \_\_\_\_\_, the Proposer that has submitted the attached Proposal;
2. He is fully informed respecting the preparation and contents of the attached proposal and of all pertinent circumstances respecting such Proposal;
3. Such Proposal is genuine and is not a collusive or sham Proposal;
4. Neither the said Proposer nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived or agreed, directly or indirectly with any other Proposer, firm or person to submit a collusive or sham Proposal in connection with the services for which the attached Proposal has been submitted or to refrain from submitting a Proposal in connection with such services, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Proposer, firm or person to fix the price or prices in the attached Proposal or of any other Proposer, or to fix any overhead, profit or cost element of the Proposal prices or the Proposal price of any Proposer, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the New Haven Parking Authority by any person interested in the Proposal;
5. The price or prices quoted in the attached Proposal are fair and proper and are not tainted by collusion, conspiracy, connivance or unlawful agreement on the part of the Proposer or any of its agents, representatives, owners, employees, or parties in interest, including the affiant; and
6. No officer or employee or person whose salary is payable in whole or in part from the New Haven Parking Authority is directly or indirectly interested in this Proposal, or in the supplies, materials, equipment, work or labor to which it relates, or in any of the profits thereof.

(Signed) \_\_\_\_\_

\_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_ 2019

\_\_\_\_\_.

\_\_\_\_\_  
Title

My Commission expires \_\_\_\_\_, 20\_\_\_\_\_.