

PROPOSAL FORMS

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



Name of Proposer

PROPOSAL FORM

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(Attach additional sheets as may be necessary)

1. Describe what cultural and entertainment events you propose.

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

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

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

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

Name of Proposer

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

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.

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.

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

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

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

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.

13. Identify the license fee payment (rent) you propose (amount per month/year, fixed fee, percentage of gross, combination, etc.). **Minimum of \$2,000 per event.**

14. Identify the Term of use which you request.

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

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

Name of Proposer: _____

Address: _____

Contact Person: _____

Telephone #: _____

E-mail: _____

Date: _____

Signature: _____

(Duly Authorized)

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

11. Provide a detailed description of the business operation you propose to operate at the State-Wall Parking Lot.

12. Outline the background and experience of Proposer (or Proposer's curator/management personnel to be employed at the License Area) regarding the operation of the business subject to this Proposal. Describe your experience with similar events to the ones proposed. Attach resumes and/or additional sheets as needed.

13. If Proposer is a franchisee, so indicate and attach general information regarding franchiser including franchiser's leasing policies.

14. Describe your ability to provide required insurance coverage from both you as Licensee and each of your Vendors, Contractors/Subcontractors. Provide sample certificates of insurance. Note Waiver of Subrogation applies.

Proposer's Name

15. Has the Proposer ever defaulted on a lease or breached a contract obligation? If so, state the nature of the lease or contract and explain.

16. Attach a copy of Proposer's pro forma profit and loss statement for the proposed business to be located at the Premises for years 1 through 3.

17. Upon request of the New Haven Parking Authority, will the Proposer provide the New Haven Parking Authority with financial information, including but not limited to most recent financial statement and a copy of 2017 tax return (and 2018, if available)?

18. Upon request of the New Haven Parking Authority, will a principal of the Proposer or third party guaranty the payment of rent and performance of the Proposer's obligations under the sublease? If so, provide the name and address of the guarantor along with two references. In the case of a franchisee, will franchiser be the Licensee under the License Agreement?

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_____.