

**ATTACHMENT P. 4**

**COST PROPOSAL**

**AND**

**SCHEDULE OF COSTS**

Company Name: \_\_\_\_\_



**COST CERTIFICATION**

By my signature on this solicitation, I certify that I am authorized to bind this firm/individual to provide the services specified herein, in compliance with the scope of services and other terms and conditions in this Request for Proposals, at the cost provided in the Cost Proposal.

**Signature** \_\_\_\_\_ **Print** \_\_\_\_\_

**Title** \_\_\_\_\_ **Date** \_\_\_\_\_

**Firm Name** \_\_\_\_\_

**Address** \_\_\_\_\_

**City, State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Phone Number** \_\_\_\_\_ **Fax Number** \_\_\_\_\_



**SCHEDULE OF COSTS**

| <b>ITEM NO.</b> | <b>DESCRIPTION</b>                               | <b>TOTAL COST</b><br><i>(hourly rate per person)</i> |
|-----------------|--|--|
| 1.              | Base Year - Administrative Staff (Principal)     | \$   |
| 2.              | Base Year - Support Staff (Clerical)             | \$   |
|                 |  |  |
| 3.              | Option Year 1 - Administrative Staff (Principal) | \$   |
| 4.              | Option Year 1 - Support Staff (Clerical)         | \$   |
|                 |  |  |
| 5.              | Option Year 2 - Administrative Staff (Principal) | \$   |
| 6.              | Option Year 2 - Support Staff (Clerical)         | \$   |
|                 |  |  |
| 7.              | Option Year 3 - Administrative Staff (Principal) | \$   |
| 8.              | Option Year 3 - Support Staff (Clerical)         | \$   |
|                 |  |  |
| 9.              | Option Year 4 - Administrative Staff (Principal) | \$   |
| 10.             | Option Year 4 - Support Staff (Clerical)         | \$   |

Company Name: \_\_\_\_\_

