

**SECTION III. COST PROPOSAL**

The undersigned, having carefully examined the Scope-of-Work for this RFP, does hereby agree to furnish and deliver to the City of Yonkers/Yonkers Public Schools, One Larkin Center, 3<sup>rd</sup> Floor, Yonkers, NY 10701, the following items at the prices indicated:

For the work described in Section II, PART 1 the compensation shall be the Total Project, Lump Sum as tabulated below: (Reminder: All printing required at various Phases is to be included as part of the consultant’s overhead, built into the Lump Sum Fee for PART 1 “the work”, however, it is to be broken out separately on the form below). The “lump sum” shall be inclusive of all deliverables, and all labor (professional and clerical), benefits, overhead, profit, and **ALL** other costs required to perform the work—including, but not limited to, per diem, reports, communications, travel, postage, etc.

**3.1 COMPENSATION FOR ADDITIONAL SERVICES**

For additional services of the Consultant, beyond the scope of work described herein, the Consultant shall be compensated per a negotiated lump sum or by a time and material basis as per the discretion of the YPS. See Hourly Payment Rates for Various Titles.

**3.2 HOURLY PAYMENT RATES FOR VARIOUS TITLES**

The Consultant will be compensated for time and material work beyond the original scope of work at the rates proposed by the Consultant for each of the titles listed below:

The Cost Proposal shall be presented as a **schedule of hourly rates for all professional staff titles which may be assigned to the resulting contract**. The pay rates shall not be subject to change for the entire duration of the contract as well as any option year. Hourly pay rates shall include labor, benefits, overhead, profit, etc. Payments to the Consultant shall be made monthly, and shall reflect Consultant submittals of the actual monthly record of man hours expended multiplied by corresponding hourly pay rates.

<b>Category</b>	<b>Average. Direct Hourly Rate</b>	<b>Include. Direct Personnel Multiplier _____</b>	<b>Ave. Hourly Rate Charged (inc. O&amp;P)</b>
Principal	\$ _____	\$ _____	\$ _____
Associate	\$ _____	\$ _____	\$ _____
Project Manager	\$ _____	\$ _____	\$ _____
Project Pro. A/E	\$ _____	\$ _____	\$ _____
Architect (RA)	\$ _____	\$ _____	\$ _____
Engineer (PE)	\$ _____	\$ _____	\$ _____
Architect	\$ _____	\$ _____	\$ _____
Engineer	\$ _____	\$ _____	\$ _____
A/E Technicians	\$ _____	\$ _____	\$ _____
CAD Operations	\$ _____	\$ _____	\$ _____
Clerical Support	\$ _____	\$ _____	\$ _____

All employees proposed for work under this contract must be labeled with one of the above titles in the proposal under 3.2.

### 3.3 REIMBURSABLES

Unless indicated otherwise, all extraneous expense, such as **additional** printing or increase in deliverables beyond that listed as contract requirements, incurred by the Consultant that are directly and solely required to complete the work in this proposal or additional work at the direction of the District, will be reimbursed by the YPS at direct costs. ***No mark up will be permitted.*** Original receipts are required to receive reimbursement. Travel, lodging, meals and other personal costs are considered to be incidental to the contract and are not reimbursable.


### 3.4 PAYMENTS

**NOTE THE FOLLOWING WILL BE STRICTLY FOLLOWED BY THE YPS.**

Unless indicated otherwise, payments for services shall be billed and payable on a monthly basis. All requests for payment (requisitions) ***must include the following:***

1. Cover letter on the Consultant's letterhead with original signature requesting payment. This letter must indicate:
  - a) YPS Contract No.
  - b) The Project Numbers (if any) being billed
  - c) Original contract amount.
  - d) Contract amendments (if any) and revised contract amount
  - e) Requisition No.
  - f) The period of time covered by this requisition.
  - g) Invoice Numbers covered by this requisition.
  - h) Lists of attachments.
  - i) Summary of amount due for this requisition and amount left in contract.
2. **Original** back-up receipts for reimbursables.
3. Invoice(s) showing amount(s) due for each project.
4. Time sheets signed by the employee being charged to the project counter-signed by his or her supervisor.

**3.5 Fees Proposal**

<b>PROPOSED PROGRESS SCHEDULE AND LUMP SUM FEES</b>		
<b>PROJECT PHASE</b>	<b>DURATION (Weeks)</b>	<b>FEE PROPOSED</b>
<b>1.01 Building Condition Survey,</b>		
<b>1.02 Five Year Capital Improvement Plan</b>		
<b>1.03 School Facilities Report Card</b>		
<b>1.04 AutoCAD Standards &amp; Tracings (approximately 225 sheets)</b>		
<b>1.05 2020 BCS Summary Books</b>		
<b>1.06 Presentations and Meetings</b>		
<b>1.07 Confined Spaces Inventory</b>		
<b>1.08 Additional Profession Services, Reimburables</b>	N/A	\$10,000
<b>ANTICIPATED ADDITIONAL REIMBURSABLE EXPENSES (exclude travel, lodging, meals, or other personal expenses are considered incidental to the contract and are not reimbursable.)</b>		\$3,000.00
<b>TOTALS</b>		
<b>Proposer's Legal Business Name:</b>		
<b>Firm Representative: (Print Name)</b>		
<b>Title:</b>		
<b>Signature:</b>		
<b>Phone Number:</b>		<b>Cell:</b>
<b>Email:</b>		
<b>Date:</b>		