

Appendix C: Cost Proposal

Instructions

This document must be a separate attachment in the email submission. The technical proposal must NOT include any pricing information. Pricing must be provided in the format shown. If a supplier wishes to provide an additional pricing strategy, it can be added at the end of the cost submission, but this format must still be completed to be responsive to the RFP requirements.

All hourly rates quoted should be inclusive of expenses.

These costs are to be broken down by each category of service. Costs are to include all services and related products, which the Service Provider may deploy throughout the service categories for which they are requesting to qualify:

1. Cost for specific tasks or resource roles

Resource Role or Service Task	Cost	Unit (per hour, per month, etc.)	Discount

2. Provide the cap on the percent increase per year

Year	Percent (%) cap
Year Two	
Year Three	
Year Four	
Year Five	

3. Describe any additional costs that may be incurred in the performance of the service and an estimated price range for those costs
4. Describe any service level metrics that you are proposing to demonstrate quality of service
5. Describe any additional discounts that you are proposing and the conditions for those savings