

**ATTACHMENT 1  
SAMPLE COST PROPOSAL**

**COST-PLUS-FIXED FEE OR FIRM FIXED PRICE CONTRACTS**

Note: Mark-ups are Not Allowed

Prime Consultant     Subconsultant     2nd Tier Subconsultant

Consultant  
Project No.

\_\_\_\_\_ Contract No. \_\_\_\_\_ Date \_\_\_\_\_

**DIRECT LABOR**

Classification/Title	Name	Hours	Actual Hourly Rate	Total
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-
			\$	-

c) **TOTAL DIRECT LABOR COSTS** \$ \_\_\_\_\_ -

**INDIRECT COSTS**

d) Fringe Benefits Rate:	0.00%	e) Total Fringe Benefits [(c) x (d)]	\$ _____ -
f) Overhead Rate:	0.00%	g) Overhead [(c) x (f)]	\$ _____ -
h) General and Administrative Rate:	0.00%	i) Gen & Admin [(c) x (h)]	\$ _____ -

j) **TOTAL INDIRECT COSTS [(e) + (g) + (i)]** \$ \_\_\_\_\_ -

**FIXED FEE**

k) **TOTAL FIXED FEE [(c) + (j)] x fixed fee** 0% \$ \_\_\_\_\_ -

**l) CONSULTANT'S OTHER DIRECT COSTS (ODC) - ITEMIZE (Add additional pages if necessary)**

Description of Item	Total
Mileage Costs	\$ _____ -
Supplies	\$ _____ -
Copies	\$ _____ -
Other	\$ _____ -
Other	\$ _____ -

l) **TOTAL OTHER DIRECT COSTS** \$ \_\_\_\_\_ -

**m) SUBCONSULTANTS' COSTS (Add additional pages if necessary)**

Subconsultant 1	\$ _____ -
Subconsultant 2	\$ _____ -
Subconsultant 3	\$ _____ -
Subconsultant 4	\$ _____ -

m) **TOTAL SUBCONSULTANTS' COSTS** \$ \_\_\_\_\_ -

n) **TOTAL OTHER DIRECT COSTS INCLUDING SUBCONSULTANTS [(l) + (m)]** \$ \_\_\_\_\_ -

**TOTAL COST [(c) + (j) + (k) + (n)]** \$ \_\_\_\_\_ -

1. All costs must comply with the Federal cost principles. Subconsultants will provide their own cost proposals.
2. Source: Caltrans Local Assistance Procedures Manual Exhibit 10-H1