

Section 4

COST PROPOSAL FORM

The hourly labor rates shall include all applicable overhead and profit. All non-labor related other than direct costs will be billed to the City of Bay St. Louis at cost without mark-up.

<u>POSITIONS</u>	<u>HOURLY RATE</u>
Project Executive	\$ 205.00
Subject Matter Expert	\$ 225.00
Project Manger	\$ 185.00
Project Accountant	\$ 105.00
Senior Closeout Specialist	\$ 145.00
Closeout Specialist	\$ 125.00
Other: <u>Preparedness/Response/Recovery Consultant IV</u>	\$ 165.00
Other: <u>Preparedness/Response/Recovery Consultant III</u>	\$ 145.00
Other: <u>Preparedness/Response/Recovery Consultant II</u>	\$ 120.00
Other: <u>Preparedness/Response/Recovery Consultant I</u>	\$ 105.00

OTHER REQUIRED POSITIONS

The consulting firm may use other required positions as necessary with the written approval of the City. All such positions and applicable hourly rates shall be listed in the price schedule. The employment of unauthorized aliens by a Consulting Firm is considered a violation of Section 274A (e) of the Immigration and Nationality Act. If the Consulting Firm knowingly employs unauthorized aliens, such violation shall be cause for unilateral cancellation of any contract resulting from this solicitation. This applies to any sub-contractor used by the Consulting Firm as well.

Payment

- 1) The unit price of all personnel to be provided by the Consulting Firm shall be at the firm's standard billing rate.
- 2) Invoices will be processed for payment only after approval of the Public Works Director or his/her designee. Approval for payment shall not be granted until appropriate deliverables are received and determined to be consistent with the scope and accurate.

Section 4: Additional Positions to Cost Proposal

A copy of the City’s cost form has been provided in this section.

Tetra Tech has provided additional positions that may be required to fulfill the City’s requested scope of services in the table below.

Title	Hourly Rate
Senior Program and Administrative Support	\$110.00
Program and Administrative Support	\$65.00
Senior IT Support	\$175.00
IT Support	\$120.00

The hourly rates are fully burdened to include overhead and profit. Non-labor expenses shall be invoiced as follows: (1) travel expenses including airfare, car rental, and fuel shall be invoiced at cost without markup; (2) lodging shall be invoiced up to the per diem rate according to the US. General Services Administration (GSA) rates established at www.gsa.gov (3) meals and incidentals shall be invoiced at the GSA per diem rate (receipts are not required); (4) mileage for personal vehicles shall be invoiced at the federally published rate; and (5) other required non-labor expenses as may be applicable to the project shall be invoiced at cost without mark-up. Hourly rates for subsequent years shall be subject to an annual adjustment based on the latest yearly percentage increase of the Consumer Price Index for All Urban Consumers (CPI- U) (All Items) as published by the Bureau of Labor Statistics, U.S. Department of Labor.