



**Peralta Community College District**

***ADDENDUM NO. 3***

**RFP NO: 16-17/15**

**Northern Alameda Consortium for Adult Education Community Collaborative for Adult Services**

**FEE PROPOSAL**

(Incorporate completed and executed form of Fee Proposal into the RFP response)

Respondent: \_\_\_\_\_

The above-identified Respondent proposes the following pricing to complete the following Consulting Services:

**1. Proposed Lump Sum Fixed Price.** For Consulting Services and other obligations under the Contract, the Respondent proposes a lump sum fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) ("Price Proposal"). The proposed Lump Sum Fixed Price broken down between services as provided to the District and its population as described (if required) in the RFP as follows:

1.1. Job Development. The lump sum fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is proposed for completion of Task 1.

1.2. Housing Assistance. The lump sum fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is proposed for completion of Task 2.

1.3. Childcare. The lump sum fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is proposed for completion of Task 3.

1.4. Financial Stability/Financial Literacy The lump sum fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is proposed for completion of Task 4.

1.5. Mental Health Services. The lump sum fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is proposed for completion of Task 5.

1.6. Service Fees & Commission Structure. The lump sum fixed price of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) is proposed for completion of Task 6.

1.7. Additional Tasks. The Respondent's RFP Response proposes additional or different Tasks than those described in the RFP:

\_\_\_\_\_ YES                      \_\_\_\_\_ No

1.7.1. Price Proposal for Different/Additional Tasks. The proposed lump sum fixed price set forth in Paragraph 1 incorporates fees, costs and expenses for completing all additional or different Tasks proposed by the Respondent:

YES  NO

1.7.2. Price Proposal Adjustment. If the response to Paragraph 1.4.1 is "No" the Respondent proposes the following adjustment to the lump sum fixed price proposed in Paragraph 1 as follows (check appropriate statement and set forth the proposed adjustment for the proposed additional/different tasks):

Deduct \_\_\_\_\_ Dollars (\$ \_\_\_\_\_)  
from the lump sum fixed price proposed in Paragraph 1.

Add \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) to  
the lump sum fixed price proposed in Paragraph 1.

**2. Reimbursable Expenses.** The Lump Sum Fixed Price proposed in Paragraph 1 incorporates all fees, costs or expenses that the Respondent may incur for broker and consulting services:

YES  NO

If the Lump Sum Fixed Price proposed in Paragraph 1 does not include all fees, costs or expenses incurred for Broker and Consulting Services the Respondent proposes billing the District for the following fees, costs or expenses incurred as follows:

2.1. Travel (**Travel expenses and related fees shall be paid in Accordance to the District's Travel Policy**).

2.1.1. Privately Owned Automobile Travel; Costs Per Mile. If personnel travel by a privately owned automobile, the charge per mile traveled is \_\_\_\_\_ cents (\_\_\_\_¢) per mile ("Mileage Charge").

2.1.2. Mileage Charges. The Mileage Charge billed to the District for travel by privately owned automobile will be for:

Round Trip Travel  
 One Way Travel

2.1.3. Airfare. If travel is by air, the charge is the actual costs of economy class airfare without mark-ups.

Yes  
 No, billings will be for costs plus \_\_\_\_\_ percent (\_\_\_\_%) mark-up

2.1.4. Rental Car. If travel is by a rental car, the billing is the actual costs for an economy class rental car without mark-ups.

Yes  
 No, billings will be for costs plus \_\_\_\_\_ percent (\_\_\_\_%) mark-up

2.1.5. Per Diem Expenses. If travel and overnight stay or more is required the per

diem charge (excluding mileage, airfare charges or rental car charges) for lodging, meals and incidental expenses is:

Lodging \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per day.  
Meals \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per day.  
Incidental Expenses \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per day.

2.1.6. Charges for Personnel Travel Time. If personnel travel, Respondent proposes to bill the District for travel time of personnel as follows:

\_\_\_\_\_ No travel charges for personnel travel (travel time included in Price Proposal).

\_\_\_\_\_ Flat rate travel charge for personnel travel of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per person travelling.

\_\_\_\_\_ Hourly rate charge for personnel travel at \_\_\_\_\_ Dollars (\$\_\_\_\_\_) per hour per person travelling.

If an hourly rate is charged for LOR personnel travel to an Off-Site Location, the billings are for:

\_\_\_\_\_ Round Trip Travel  
\_\_\_\_\_ One Way Travel  
\_\_\_\_\_ Not Applicable, no travel charge proposed for personnel travel time.

2.1.7. Communications.

2.1.7.1. Phone/Fax Charges: \_\_\_\_\_  
2.1.7.2. United States Mail Charges: \_\_\_\_\_  
2.1.7.3. Private Courier/Overnight Service: \_\_\_\_\_  
2.1.7.4. Other Communications Charges: \_\_\_\_\_

2.1.8. Production.

2.1.8.1. CAD/Plotting: \_\_\_\_\_  
2.1.8.2. Reproduction.  
Up to 11" x 14" size reproductions: \_\_\_\_\_  
Quarter sheet reproductions: \_\_\_\_\_  
Half-sheet reproductions: \_\_\_\_\_  
Full sheet reproductions: \_\_\_\_\_

2.2. Additional Services. Set forth below the proposed hourly billing rates for Additional Consultant Services if the District and the Respondent are unable to reach mutual agreement to establish a lump sum fixed price for District authorized Additional Consultant Services.

<b>Respondent Personnel Proposed Additional Services Hourly Billing Rates</b>		
<b>Name</b>	<b>Position/Title</b>	<b>Proposed Hourly Rate</b>

(Duplicate as necessary for additional proposed personnel)

Sub-Consultant Personnel Proposed Additional Services Hourly Billing Rates		Sub-Consultant Name: _____
Name	Position/Title	Proposed Hourly Rate

(Duplicate as necessary for additional Sub-Consultants and/or additional propose personnel )

**3. Acknowledgment and Confirmation.** The Respondent has a full and complete understanding of the Broker and Consulting Services. The Respondent certifies that all proposed personnel are duly certified, licensed, approved and otherwise qualified to complete obligations under the Contract and to provide Broker and Consultant Services to the District and assigned to such personnel, if the Contract is awarded to Respondent. The undersigned: (i) has reviewed and verified the accuracy and completeness of the foregoing Price Proposal and (ii) is authorized to bind and commit Respondent to the foregoing Price Proposal.

By: \_\_\_\_\_  
(Signature of Respondent's Authorized Officer  
or Representative)

\_\_\_\_\_  
(Typed or Printed Name)

Title: \_\_\_\_\_

