

## Exhibit 3 Proponent's Fee Schedule

### HOURLY RATE LABOR COSTS AND UNIT COSTS

**Instructions:** The Proposer shall fill out the Proponent's Fee Schedule in its entirety and shall include it in the Cost Proposal. All hourly rate blanks in Proponent's Fee Schedule must be filled in and no changes shall be made to the job classification title listed. If any part of the Cost Proposal Template is:

JOB CLASSIFICATION TITLE	WEIGHTING FACTOR <sup>1</sup> (F)	NO. OF EMPLOYEES NEEDED*	NO. OF EMPLOYEES AVAILABLE **	HOURLY RATE *** (RATE)	(F) x (RATE) ****
Principal	1.0			\$	\$
Program Director	2.0			\$	\$
Program Manager	2.0			\$	\$
Program Specialist	1.5			\$	\$
Regional Manager	1.0			\$	\$
Project Manager	2.0			\$	\$
Project Professional	1.5			\$	\$
Project Associate	1.5			\$	\$
Project Assistant	1			\$	\$
Administrative Assistant/Clerical	1			\$	\$
<b>Total Weighted Hourly Rate</b>					\$

- Left blank;
- Multiple prices are proposed for any hourly rate or unit cost; or
- Any changes are made to wording in the Cost Templates,

**THE PROPOSAL WILL BE CONSIDERED NON-RESPONSIVE.**

#### Hourly Rate Labor Costs (10 points)

The proposed hourly rate for each job classification title will be multiplied by the weighting factor to determine the weighted hourly rate for each job classification title. The weighted hourly rate identified for each job classification title will be added together to determine the total weighted hourly rate which will be used to determine the cost score for the proposal. Note that weighted hourly rates are used only for the purpose of grading the proposal. Actual hourly rates proposed in the table below, or lower negotiated rates, if applicable, will be paid under the resulting contract(s). The hourly rates proposed in response to this RFP shall be guaranteed for the term of the contract(s). The City requires the proposed or lower negotiated rates for the entire contract term and any option period.

\*Number of Employees Needed – the estimated number of employees that are needed to perform the work described in Part 2, Scope of Services, assuming the Proposer is awarded a contract to provide all or a partial list of services.

\*\*Number of Available Employees – the number of employees in the Proposer’s firm/team qualified for the attached job classifications and available to work on this project within thirty (30) days of contract execution. Selected Proponent(s) shall be responsible for providing the actual number of personnel required to successfully meet the contract requirements subject to the approval of The City.

\*\*\*Hourly Rates proposed by each Proposer for work time.

\*\*\*\***TO BE FILLED IN BY The City** (The City will multiply the “factor” times the “hourly rate” and place the product in this column. The City will total these numbers at bottom of the column.)

<sup>1</sup>Use of the weighting factors is for evaluation purposes only. Only the proposed hourly rate (or lower negotiated rate) will be paid to the Contractor(s).

I hereby approve this Fee Schedule submitted as our cost proposal for PUR 23-010, RFP for Environmental Support Services – Task 1 / Task 2 / Task 3 (identify Fee Schedule for Task selected by underlining or highlighting the applicable Task).

---

Authorized Representative / Title – Print

---

Authorized Representative – *Signature*

---

Date

---

Firm