**ATTACHMENT N**

**COST PROPOSAL FORM**

**(HOURLY RATES)**

Provide the hourly billing rate Consultant proposes to charge for all job titles listed in the table below. The personnel and hourly billing rate listed in Section I. below should represent the Consultant’s principal personnel that will be conducting the Services and completing the Evaluation Reports. The additional personnel and hourly billing rate(s) listed in Section II. below should represent any supplemental or secondary personnel that may be required to fulfill Services that cannot be completed by the Consultant Personnel in Section I.

The hourly rate shall be fully burdened and inclusive of all costs including, but not limited to personnel, materials, computer support, profit and overhead rate payable to the Consultant for services rendered to the Judicial Council. The hourly billing rate provided in Section I. below will be used for evaluation purposes as set forth in the instructions herein and will be the basis for authorizing work under any resulting Agreement. Additional job titles and hourly rates in Section II. will not be used for evaluation purposes, however they may be included in any resulting Agreement at Judicial Council’s sole discretion.

*Instructions*:

1. Provide the hourly billing rate to be charged through the initial term of the resulting Agreement, if any, for each job title listed. ***If Consultant utilizes a different job title than listed below, include the rate for the closest-aligned job title.*** All rates must be a single rate, expressed in dollar values with no more than two decimals, and not in a range (example: $80.00).
2. All job titles must have a corresponding rate to be considered a responsive proposal. Failure to indicate a billing rate for any job title listed may be grounds to reject the entire proposal. A zero dollar rate (i.e., $0.00, $ - , or blank) listed for any and all positions in Section I. or II. will be interpreted and understood by the Judicial Council to mean that the position indicating a zero dollar rate shall perform any such services at no cost to the Judicial Council.
3. Do not change or edit this form.

**Section I. -** **Consultant Personnel Hourly Billing Rate**

| **Description** | **Job Title**  **(Provide Company Job Title)** | **Proposed Billing Rate** |
| --- | --- | --- |
| Field Staff Person Conducting Evaluations |  |  |

**Section II. - Additional Personnel Hourly Billing Rates**

| **Job Title** | **Proposed Billing Rate** |
| --- | --- |
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| --- | --- | --- | --- | --- |
| Consultant Name: |  | | | |
| Authorized Representative Signature: | |  | Date: |  |

**END OF FORM**