Provide the hourly billing rate Contractor proposes to charge for all job titles listed in table I below. The personnel and hourly billing rate listed in Section I below should represent the Contractor’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 Contractor’s Personnel in Section I. The hourly rate shall be fully burdened and inclusive of all costs including, but not limited to personnel, packing materials, equipment, profit, and overhead rate payable to the Contractor 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 and Miscellaneous Fee rates in Section III 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 Contractor 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. All classifications listed in Section I must have a corresponding rate to be considered a responsive proposal. Failure to indicate a billing rate for any classifications listed in Section I may be grounds to reject the entire proposal. A zero-dollar rate (i.e., $0.00, $ -, or blank) listed for any and all contracted positions will be interpreted and understood by the Judicial Council to mean that the Bidder indicating a zero-dollar rate shall be obligated to perform any such services at no cost to the Judicial Council.
4. Please provide hourly rates for both in-house moves/installations and external moves/installation within the Greater Sacramento Region in Section I.
5. Please include travel expenses for fixed firm price items in Section III.
6. For internal moves within a Judicial Council building, there will be no charges for “time and travel.” The Judicial Council will only be charged an hourly rate per mover.
7. Do not change or edit this form. List separately and include with the submission of Contractor’s Cost Proposal any additional classifications that will be utilized by the Contractor in the performance of the services of this RFP and associated rates Contractor proposes to charge.

|  |  |  |  |
| --- | --- | --- | --- |
| **SECTION I**  PERSONNEL AND HOURLY BILLING RATES | | | |
| **Classification, Based on Prevailing Wages Rates**  **NOTE: Match DIR classification for the services** | **Unexpected or Emergency Moving Services (Per Hour)** | **Planned Scheduled Moving Services**  **(Per Hour)** | **Monthly Per Cubic Foot Rate for Storage**  **Monthly** |
| **In-House Moves/Installations** | **Add Prevailing Wage Rate** | **Add Prevailing Wage Rate** | **Total Cost per Cubic Foot** |
| Driver | $ | $ | $ |
| Mover | $ | $ | $ |
| Additional Mover | $ | $ | $ |
| Installer | $ | $ | $ |
| Truck, Including Equipment | $ | $ | $ |
| **External Moves/Installations** | **Add Prevailing Wage Rate** | **Add Prevailing Wage Rate** | **Total Cost per Cubic Foot** |
| Driver | $ | $ | $ |
| Mover | $ | $ | $ |
| Additional Mover | $ | $ | $ |
| Installer | $ | $ | $ |
| Truck, Including Equipment | $ | $ | $ |

|  |  |  |  |
| --- | --- | --- | --- |
| **SECTION II**  ADDITIONAL PERSONNEL HOURLY BILLING RATES | | | |
| **Additional Hourly Billing Rates** | **Proposed Billing Rate (Per Hour)** | **Proposed Billing Rate (Per Hour)** | **Proposed Billing Rate (Per Hour)** |
| Job Title | $ | $ | $ |
| Job Title | $ | $ | $ |
| Job Title | $ | $ | $ |
| Job Title | $ | $ | $ |
| **SECTION III**  MISCELLANEOUS FEE BILLING RATES | | | |
| **Miscellaneous Fees** | **Fixed Firm Price** | **Fixed Firm Price** | **Fixed Firm Price** |
| Disposal Fee (PER TON) | $ | $ | $ |
| 20-foot truck, 2 FTE | $ | $ | $ |
| 40-foot truck, 2 FTE | $ | $ | $ |
| Less than 20-foot truck | $ | $ | $ |
| **Travel Expenses for moves between Judicial Branch Entities** | $ | $ | $ |
| **Service Location Radius** |  | | |

**Service Request Form to be approved in advance by the Judicial Council Project Manager prior to commencement of work.**

Reimbursement of travel expenses will be administered in accordance with the terms in the Standard Agreement (Attachment B to this RFP) and the Judicial Council Travel and Living Expense Guidelines. Contractors are expected to follow the Judicial Council travel guidelines related to travel expenses, and receipts are required for reimbursement.

*Please Note: The Judicial Council does reimburse labor costs related to travel.*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Contractor Name: |  | | | |
| Authorized Representative Signature: | |  | Date: |  |

**END OF FORM**