

**Attachment 3
COST FORM**

**Request for Proposals
ARCHITECTURE AND ENGINEERING (A/E) SERVICES
FOR FEMA PA DR-4339-PR PROJECTS #105722 & #95208
Former Naval Station Roosevelt Roads, Ceiba, Puerto Rico
DOCUMENT NUMBER # RFP-2025-001**

| | | | |
|------------------|--|--------------|--|
| Project: | | | |
| Proposer: | | Date: | |

Cost Form 1. Fees for A/E Design - Basic Services

| [A] Services and Deliverables, per Milestones | [B] % of Total Cost | [C] Sub-Total Cost (\$) |
|--|------------------------|----------------------------|
| Phase 1 - Preliminary Engineering <ul style="list-style-type: none">• Scope of Work• Cost Estimate• Preliminary Design Set• Report | 30 % | _____ |
| Phase 2A - Final Design <ul style="list-style-type: none">• 50% Construction Documents | 20 % | _____ |
| Phase 2B - Final Design <ul style="list-style-type: none">• 100% Construction Documents | 40 % | _____ |
| Phase 2C - Final Design <ul style="list-style-type: none">• Construction Bid Package | 10 % | _____ |
| [D] A/E Design - Basic Services Total Fees (\$): Σ Sub-Total Cost [C] | | _____ |

Proposer's Signature: _____

| | | | |
|------------------|--|--------------|--|
| Project: | | | |
| Proposer: | | Date: | |

Cost Form 2. Cost for A/E Design - Special Services

| [A] Special Services | [B] Number of Units | [C] Task Unit Cost (\$/Unit) | [D] Task Cost (\$) [C] x [B] |
|---|------------------------|------------------------------------|---------------------------------|
| Feasibility studies | | | |
| Surveys, Topographic and Bathymetry Plan (including existing utility lines and connection location) | | | |
| As Built Drawings | | | |
| Soil investigations | | | |
| Geotechnical Investigations | | | |
| Environmental Studies | | | |
| Archeological Studies | | | |

Proposer's Signature: _____

| | | | |
|--|--|--|--|
| Underwater Structural Investigations | | | |
| Project Specific Testing | | | |
| Others (Specify, as deemed required) | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| [E] A&E Special Services Total Fees: Σ Sub-Total Cost [D] | | | |

Proposer's Signature: _____

| | | | |
|------------------|--|--------------|--|
| Project: | | | |
| Proposer: | | Date: | |

Cost Form 3. Cost for A/E Services during Construction

| [A] Resource Position | [B] FTE | [C] Monthly Hours | [D] Labor Rate | [E] Max. Monthly Cost [B]x[C]x[D] |
|----------------------------------|--------------------|------------------------------|---------------------------|--|
| Design Manager | 1 | _____ | _____ | _____ |
| Construction Manager | 1 | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |
| _____ | _____ | _____ | _____ | _____ |

| | | | |
|---|-------|--|--|
| | | [F] Max. Monthly Sub-Total: Σ Max. Monthly Cost [E] | |
| [G] Profit Percentage (%) | _____ | [H] Profit Amount: [F] x [G] | |
| [I] Overhead Percentage (%) | _____ | [J] Overhead Amount: [F] x [I] | |
| [K] Max. Monthly Fees for A/E Services during Construction.: [F] + [H] + [J] | | | |
| [L] Total Fees for A/E Services during Construction: [K] x 18 months | | | |

Notes:

1. A/E Firm must specify and justify the need for any other Key Personnel deemed required for the performance of the A/E Services during Phase 3.
2. Labor Rate required in [D] must consider only direct labor hourly cost with fringe benefit (overhead and profit not included).
3. Overhead percentage in [I] must include royalties, reimbursements, taxes, as well as any other additional fees and administrative costs applicable to the services.
4. Time frame of eight-teen (18) months assumed in [L] will be used for Cost Proposal evaluation purpose only, LRA reserved the right to establish a shorter or longer contract term with A&E Firm.

Proposer's Signature: _____

| | | | |
|------------------|--|--------------|--|
| Project: | | | |
| Proposer: | | Date: | |

Cost Form 4. Total Proposal Cost for A/E Services

| | |
|--|----------|
| TOTAL PROPOSAL COST | \$ _____ |
| Sum of (a) A/E Design - Basic Service Fees; plus, (b) A/E Special Services Total Fees; plus (c) Total Fees for A/E Services during Construction. | |

Proposer's Signature: _____