

**Attachment 4**  
**COST FORM**

**Request for Proposals**  
**ARCHITECTURE AND ENGINEERING (A/E) SERVICES**  
**FOR FEMA PA DR-4339-PR PROJECT NEW APRODEC & Equinoterapia Former**  
**Naval Station Roosevelt Roads, Ceiba, Puerto Rico**  
**DOCUMENT NUMBER # RFP-2025-002**

<b>Project:</b>			
<b>Proposer:</b>		<b>Date:</b>	

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

**Proposer's Signature:** \_\_\_\_\_

<b>Project:</b>			
<b>Proposer:</b>		<b>Date:</b>	

**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)			
<b>[E] A&amp;E Special Services Total Fees: Σ Sub-Total Cost [D]</b>			

**Proposer's Signature:** \_\_\_\_\_

<b>Project:</b>			
<b>Proposer:</b>		<b>Date:</b>	

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

<b>[A] Resource Position</b>	<b>[B] FTE</b>	<b>[C] Monthly Hours</b>	<b>[D] Labor Rate</b>	<b>[E] Max. Monthly Cost [B]x[C]x[D]</b>
Design Manager	1	_____	_____	_____
Construction Manager	1	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

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

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:** \_\_\_\_\_

<b>Project:</b>			
<b>Proposer:</b>		<b>Date:</b>	

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

<b>TOTAL PROPOSAL COST</b>	\$ _____
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:** \_\_\_\_\_