

**Attachment 3
COST FORM**

**Request for Proposals
ARCHITECTURE AND ENGINEERING (A/E) SERVICES
FOR FEMA HMGP DR-4339-PR PROJECT #4339-0343
WASTEWATER INFRASTRUCTURE GENERATORS
Former Naval Station Roosevelt Roads, Ceiba, Puerto Rico**

DOCUMENT NUMBER # RFP-2027-001

Project:	Wastewater Infrastructure Generators (FEMA Project HMGP 4339-0343)		
Proposer:		Date:	

Cost Form 1. Fees for A/E Design - Basic Services (Stages 1 and 2)

[A] Services and Deliverables, per Milestones	[B] % of Total Cost	[C] Sub-Total Cost (\$)
Stage 1 - Preliminary Engineering <ul style="list-style-type: none">• Study Reports and Scope of Work• Cost Estimate• 30% Preliminary Design Set• Preliminary Design Report	30 %	_____
Stage 2 - Final Design <ul style="list-style-type: none">• 60% Construction Documents	20 %	_____
Stage 2 - Final Design <ul style="list-style-type: none">• 90% Construction Documents	20 %	_____
Stage 2 - Final Design <ul style="list-style-type: none">• 100% Construction Documents and HMGP Phase 1 Deliverable Package	20 %	_____
Stage 2 - 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]		_____

Note: Column [B] is the percentage of the Proposer's total fixed fee for Stages 1 and 2 that is assigned to each milestone. It is not a percentage of construction cost, and no fee may be computed as a percentage of construction cost.

Proposer's Signature: _____

Project:	Wastewater Infrastructure Generators (FEMA Project HMGP 4339-0343)		
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 and Topographic Plan (including existing utility lines and connection location)			
As Built Drawings			
Soil investigations			
Geotechnical Investigations			
Environmental Studies			
Archeological Studies			
Project Specific Testing			
Others (Specify, as deemed required)			
[E] A/E Special Services Total Fees: Σ Sub-Total Cost [D]			

Column [B] shows the reference quantities stated by the LRA for evaluation purposes; the Proposer shall price only column [C].

Proposer's Signature: _____

Project:	Wastewater Infrastructure Generators (FEMA Project HMGP 4339-0343)		
Proposer:		Date:	

Cost Form 3. Cost for A/E Services during Construction (Stage 3 - Optional)

[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	_____	_____	_____
Electrical Engineer of Record	_____	_____	_____	_____
Structural Engineer	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

		[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] Fixed Fee for Bidding Support (addenda, pre-bid meeting, bid tabulation analysis and award recommendation):			
[M] Total Fees for A/E Services during Stage 3: ([K] x 15 months) + [L]			

Notes:

1. The Proposer must specify and justify the need for any other Key Personnel deemed required for the performance of the A/E Services during Stage 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. The time frame of fifteen (15) months assumed in [M] will be used for Cost Proposal evaluation purposes only; the LRA reserves the right to establish a shorter or longer duration with the Selected Proposer. Stage 3 is optional and may be authorized only after FEMA approves HMGP Phase 2 and the LRA issues a written Notice to Proceed.

Proposer's Signature: _____

Project:	Wastewater Infrastructure Generators (FEMA Project HMGP 4339-0343)		
Proposer:		Date:	

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

TOTAL PROPOSAL COST	\$_____
Sum of (a) A/E Design - Basic Services Total Fees [D]; plus (b) A/E Special Services Total Fees [E]; plus (c) Total Fees for A/E Services during Stage 3 [M].	

Proposer's Signature: _____