

Appendix H:

Pricing Sheets for Cost Proposals

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Firm: **ABC Vanpooling Vendor**

Name	Role	Hourly Rate	Task 1		Task 2		Task 3		Task 4		Task 5		Task 6		Approach	
			Fleet Management		Fleet Maintenance		Customer Service		Insurance		Required Reporting		Vehicle Procurement		Approach	
			Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
<i>Jane Doe</i>	<i>Project Manager</i>	<i>\$45.00</i>	<i>40</i>	<i>\$1,800.00</i>	<i>40</i>	<i>\$1,800.00</i>	<i>40</i>	<i>\$1,800.00</i>	<i>40</i>	<i>\$1,800.00</i>	<i>40</i>	<i>\$1,800.00</i>	<i>40</i>	<i>\$1,800.00</i>	<i>240</i>	<i>\$10,800.00</i>
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	0	\$0.00
Subtotal Labor			40	\$1,800.00	40	\$1,800.00	40	\$1,800.00	40	\$1,800.00	40	\$1,800.00	40	\$1,800.00	240	\$10,800.00

Labor Overhead:	123.45%	\$2,222.10	\$2,222.10	\$2,222.10	\$2,222.10	\$2,222.10	\$2,222.10	\$13,332.60
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Direct Expenses								
<i>Travel</i>								\$0.00
<i>Postage & Shipping</i>								\$0.00
<i>Graphics & Copying</i>								\$0.00
<i>Computer</i>								\$0.00
<i>Telephone & Fax</i>								\$0.00
<i>Other</i>		<i>\$100.00</i>	<i>\$200.00</i>	<i>\$300.00</i>	<i>\$300.00</i>	<i>\$300.00</i>	<i>\$300.00</i>	<i>\$600.00</i>
Subtotal Direct Expenses		\$100.00	\$200.00	\$300.00	\$300.00	\$300.00	\$300.00	\$600.00

Program Costs	0-30 miles one-way		31-60 miles one-way		61-90 miles one-way		Monthly Total	Annual Total
	# Vans	Per Vehicle Per Month	# Vans	Per Vehicle Per Month	# Vans	Per Vehicle Per Month		
Fleet Management	1	\$5.00	1	\$5.00	1	\$5.00	\$15.00	\$180.00
Fleet Maintenance	1	\$40.00	1	\$45.00	1	\$55.00	\$140.00	\$1,680.00
Customer Service and Administration	1	\$10.00	1	\$10.00	1	\$10.00	\$30.00	\$360.00
Insurance	1	\$50.00	1	\$60.00	1	\$70.00	\$180.00	\$2,160.00
Required Reporting	1	\$20.00	1	\$20.00	1	\$20.00	\$60.00	\$720.00
Vehicle Procurement	1	\$416.67	1	\$476.19	1	\$555.56	\$1,448.41	\$17,380.95
Subtotal Program Costs	1	\$541.67	1	\$616.19	1	\$715.56	\$1,873.41	\$22,480.95

Labor	\$10,800.00
Overhead	\$13,332.60
Direct Expenses	\$600.00
Program Costs	\$22,480.95
Subtotal	\$47,213.55
Fee	\$0.00
Total Size of Fleet	3
Estimated Annual Budget	\$47,213.55

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Firm: ABC Vanpooling Vendor

Name	Role	Hourly Rate	Task 7 (Vendor to List)		Task 8 (Vendor to List)		Optional Services	
			Hours	Dollars	Hours	Dollars	Hours	Dollars
Jane Doe	Project Manager	\$45.00	40	\$1,800.00	40	\$1,800.00	80	\$3,600.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
				\$0.00		\$0.00	0	\$0.00
Subtotal Labor			40	\$1,800.00	40	\$1,800.00	80	\$3,600.00

Labor Overhead:	123.45%	\$2,222.10	\$2,222.10	\$4,444.20
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Direct Expenses

Travel	\$20.00		\$20.00
Postage & Shipping			\$0.00
Graphics & Copying			\$0.00
Computer			\$0.00
Telephone & Fax			\$0.00
Other			\$0.00
Subtotal Direct Expenses	\$20.00	\$20.00	\$20.00

Program Costs	0-30 miles one-way		31-60 miles one-way		61-90 miles one-way		Monthly Total	Annual Total
	# Vans	Per Vehicle Per Month	# Vans	Per Vehicle Per Month	# Vans	Per Vehicle Per Month		
On-line Bill Pay	1	\$7.00	1	\$7.00	1	\$7.00	\$21.00	\$252.00
	1		1		1		\$0.00	\$0.00
Subtotal Program Costs	1	\$7.00	1	\$7.00	1	\$7.00	\$21.00	\$252.00

Labor	\$3,600.00	
Overhead	\$4,444.20	
Direct Expenses	\$20.00	
Per Van Program Costs	\$21.00	
Subtotal	\$8,085.20	
Fee	0.00%	\$0.00
Total Size of Fleet	3	
Total	\$8,085.20	

Firm: *ABC Vanpooling Vendor*

Fee: 0.00%

Comment: The numbers in this spreadsheet are only examples. Actual number:

Base Work Plan (Tasks 1-

Annual Cost per Van				Fleet Total
	0-30 miles one-way	31-60 miles one-way	61-90 miles one-way	
Labor	\$3,600.00	\$3,600.00	\$3,600.00	\$10,800.00
Overhead	\$4,444.20	\$4,444.20	\$4,444.20	\$13,332.60
Direct Expenses	\$200.00	\$200.00	\$200.00	\$600.00
Program Costs	\$6,500.00	\$7,394.29	\$8,586.67	\$22,480.95
Subtotal	\$14,744.20	\$15,638.49	\$16,830.87	\$47,213.55
Fee	\$0.00	\$0.00	\$0.00	\$0.00
Total per Van	\$14,744.20	\$15,638.49	\$16,830.87	\$47,213.55

Number of vans

0-30 miles one-way	31-60 miles one-way	61-90 miles one-way
1	1	1

Optional Services (Tasks 7

Annual Cost per Van				Fleet Total
	0-30 miles one-way	31-60 miles one-way	61-90 miles one-way	
Labor	\$1,200.00	\$1,200.00	\$1,200.00	\$3,600.00
Overhead	\$1,481.40	\$1,481.40	\$1,481.40	\$4,444.20
Direct Expenses	\$6.67	\$6.67	\$6.67	\$20.00
Per Van Program Costs	\$84.00	\$84.00	\$84.00	\$252.00
Subtotal	\$2,772.07	\$2,772.07	\$2,772.07	\$8,316.20
Fee	\$0.00	\$0.00	\$0.00	\$0.00
Total per Van	\$2,772.07	\$2,772.07	\$2,772.07	\$8,316.20

s will automatically fill in based on the first two pricing sheets

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Monthly Cost per Van				Fleet Total
	0-30 miles one-way	31-60 miles one-way	61-90 miles one-way	
Labor	\$300.00	\$300.00	\$300.00	\$900.00
Overhead	\$370.35	\$370.35	\$370.35	\$1,111.05
Direct Expenses	\$16.67	\$16.67	\$16.67	\$50.00
Program Costs	\$541.67	\$616.19	\$715.56	\$1,873.41
Subtotal	\$1,228.68	\$1,303.21	\$1,402.57	\$3,934.46
Fee	\$0.00	\$0.00	\$0.00	\$0.00
Total per Van	\$1,228.68	\$1,303.21	\$1,402.57	\$3,934.46

Total
3

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Monthly Cost per Van				Fleet Total
	0-30 miles one-way	31-60 miles one-way	61-90 miles one-way	
Labor	\$100.00	\$100.00	\$100.00	\$300.00
Overhead	\$123.45	\$123.45	\$123.45	\$370.35
Direct Expenses	\$0.56	\$0.56	\$0.56	\$1.67
Per Van Program Costs	\$7.00	\$7.00	\$7.00	\$21.00
Subtotal	\$231.01	\$231.01	\$231.01	\$693.02
Fee	\$0.00	\$0.00	\$0.00	\$0.00
Total per Van	\$231.01	\$231.01	\$231.01	\$693.02