Attachment D: Cost Proposal Supplement

Solicitation #RFP-27-LESB-001

Statewide Law Enforcement Job Task Analysis and Training Recommendations

Instructions to Offerors

Complete every field that applies, following the instructions in each section. Upload this form to HIePRO as a separate file, clearly labeled “Cost Proposal Supplement,” in accordance with RFP Section 4.2.

Do not include any pricing information in the Technical Proposal.

The contract resulting from this RFP is firm-fixed-price. The Offeror’s price is the Total Proposed Price entered in HIePRO, as described in RFP Section 4.3. That is the price scored, and it becomes the contract price if the Offeror is awarded the contract. It must cover all costs of performing Attachment A, Statement of Work. No other cost is payable unless the contract is amended.

The LESB will use the Total Proposed Price entered in HIePRO, adjusted per RFP Section 5.3 to accommodate any applied preference, to score the Cost Proposal against other Offerors as described in RFP Section 5.4.2.

This supplement shows how the Offeror arrived at the Total Proposed Price. The phase estimates in Section D.2 do not include General Excise Tax and are not required to equal the Total Proposed Price. If the sum of the phase estimates differs from the Total Proposed Price by more than ten percent (10%), the LESB may request an explanation. An explanation does not change the Total Proposed Price entered in HIePRO.

D.1 Offeror Identification

Offeror	
(Name of Offeror)	

D.2 Estimated Cost by Project Phase

State an estimated cost for each phase below, excluding General Excise Tax. If proposing a different phase structure under Attachment A, Section A.3, the Offeror shall replace the phase names below with their own and show which obligations from A.1 are included in each. The obligations in A.1.19 are performed throughout the project and are not assigned to a single phase. The Offeror shall distribute the cost of those obligations across the phases below.

Phase	Obligations	Estimated Cost
Phase 1: Project Kickoff and Planning	A.1.1 – A.1.4	$
Phase 2: Data Collection	A.1.5 – A.1.6	$
Phase 3: Data Analysis and Verification	A.1.7 – A.1.11	$
Phase 4: Performance Standards, Assessment Recommendations, and Curriculum Recommendations	A.1.12 – A.1.16	$
Phase 5: Reporting	A.1.17	$
Phase 6: Presentation	A.1.18	$
Estimated total, all phases		**$**

D.3 Optional Supporting Cost Detail

In addition to this completed form, the Offeror may upload supporting cost detail to HIePRO in their own format. This may include labor categories and rates, level of effort by phase, travel assumptions, subcontractor pricing, cost narratives, or any other material the Offeror considers relevant to the Procurement Officer's determination that the proposed price is fair and reasonable. There is no page limit and no prescribed format.

Supporting cost detail may explain the estimates in D.2 but does not alter the Total Proposed Price entered in HIePRO. If supporting cost detail or this supplement conflicts with the Total Proposed Price entered in HIePRO, the Total Proposed Price entered in HIePRO controls.