

**REVISED ATTACHMENT B – REVISED
COST PROPOSAL**

Bidders Name: _____

Cost Proposal Instructions:

To complete the Cost Proposal, Bidders must provide an all-inclusive Per Deliverable Price for the deliverables outlined below.

The bid price per deliverable is an all-inclusive price to cover the cost of furnishing all of the said services, including but not limited to materials, equipment, meeting room(s) rental, meals, profit and labor to the satisfaction of the Department of Health and the performance of all work set forth in said specifications.

Travel for the Contractor’s staff to conduct these deliverables included in Section 4.0 Scope of Work, must be included in the all-inclusive deliverable price bid with the exception of travel costs specifically related to the Action Team Site visits. Reimbursement for travel to the Action Team’s partner facilities will be reimbursed per Office of the State Comptroller (OSC) rules and regulations associated with travel (<http://osc.state.ny.us/agencies/travel/travel.htm>), Rates must not exceed OSC’s published rates without prior Departmental approval and will not be reimbursed without supporting documentation (receipts). The Contractor is responsible for keeping adequate records to substantiate any claims for reimbursement by personnel for travel in performance of these site visits. Any additional travel expense beyond those associated with the site visits must be included in the deliverable costs and provided by the contractor.

To complete the Cost Proposal, Bidders must provide an all-inclusive Deliverable Price for each of the Deliverables outlined below and in Attachment B: Cost Proposal. This is a price per deliverable per round and the department anticipates two (2) rounds will be conducted during the contract period.

Deliverable	Number of Deliverables	Price for Series Development Deliverable	
<u>Series Development – One price only to be paid prior to the start of Round 1</u>	1		
Deliverable	Number of Deliverables per Round	Price for Up to 7 Action Teams	Price for 8 to 12 Action Teams
<u>Upstate Participant Recruitment and Workshop Scheduling – TTF and MAX RCCI</u> <i>(Includes plan, baseline assessment and initial site visit to each Action Team site)</i>	1		
<u>Downstate Participant Recruitment and Workshop Scheduling – TTF and MAX RCCI</u> <i>(Includes plan, baseline assessment and initial site visit to each Action Team site)</i>	1		
<u>Workshop 1 Deliverable Price: Upstate</u> <i>(Upstate TTF Support/Coaching and all RCCI related services, reporting and meetings for Workshop 1 from recruitment end to end of Workshop 1 including reports)</i>	1		
<u>Workshop 1 Deliverable Price: Downstate</u> <i>(Downstate TTF Support/Coaching and all RCCI related services, reporting and meetings for Workshop 1, work from end of recruitment to end of Workshop 1 including reports)</i>	1		
<u>Workshop 2 Deliverable Price: Upstate</u> <i>(Includes TTF Support/Coaching and all Upstate RCCI related services, reporting and meetings for Workshop 2, work from end of Workshop 1 to end of workshop 2 including reports)</i>	1		

Deliverable	Number of Deliverables per Round	Price for Up to 7 Action Teams	Price for 8 to 12 Action Teams
Workshop 2 Deliverable Price: Downstate <i>(Includes TTF Support/Coaching and all Downstate RCCI related services, reporting and meetings for Workshop 2, work from end of Workshop 1 to end of Workshop 2 including reports)</i>	1		
Workshop 3 Deliverable Price: Upstate <i>(Includes TTF Support/Coaching and all Upstate RCCI related services, reporting and meetings for Workshop 3, work from end of Workshop 2 to end of Workshop 3 including site visit, revisions and reports)</i>	1		
Workshop 3 Deliverable Price: Downstate <i>(Includes TTF Support/Coaching and all Downstate RCCI related services, reporting and meetings for Workshop 3, work from end of Workshop 2 to end of Workshop 3 including site visit, revisions and reports)</i>	1		
Deliverable	Number of Deliverables	Price for Final Deliverables	
Final Webinar (one statewide after each round)	2		
Final Reports (includes upstate and downstate)	2		

By signing this Cost Proposal Form, the signatory certifies that they are authorized to bind the Bidder contractually and agrees that the prices above are binding for 365 days from the proposal due date.

Signature: _____

Title: _____ Date: _____