# Cost Proposal

**Request for Proposal Number 101517 Z1**

This cost proposal should be completed and submitted with each response to this Request for Proposal. This is intended to provide the State with fixed costs for services to be provided.

Bidder’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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| **Line #** | **Description of Services** |  |
|  |  | **Total Fixed Cost** |
| **1.** | **Public Participation and Consultation.** As described in the RFP, Contractor is responsible for assisting in the identification of collaborators, coordination of meetings and public hearings, collection of input through surveys and other means to facilitate consultation. The approach must follow the State’s Citizen Participation Plan. At a minimum the result must meet the requirements outlined in 24 CFR 91.110, 24 CFR 91.115, 91.300 and the Process section and input fields as outlined in the HUD produced The eCon Planning Suite: A Desk Guide for Using IDIS to Prepare the Consolidated Plan, Annual Action Plan, and CAPER/PER found here: <https://www.onecpd.info/resources/documents/econ-Planning-Suite-Desk-Guide-IDIS-Conplan-Action-Plan-Caper-Per.pdf.\>  This section includes participation in required public hearings.  Provide monthly written activity reports via email to the Department, as required in the RFP. | **$** |
|  |  | **Total Fixed Cost** |
| **2.** | **Needs Assessment and Market Analysis.** As described in the RFP, Contractor is responsible for the collection of data and analysis as it relates to the information necessary for the State to develop the strategic plan portion of the consolidated plan. At a minimum the data collection and analysis must meet the requirements outlined in 24 CFR 91.305 and 24 CFR 91.310 as well as the needs Assessment and Market Analysis sections and input fields as outlined in the HUD produced The eCon Planning Suite: A Desk Guide for Using IDIS to Prepare the Consolidated Plan, Annual Action Plan, and CAPER/PER found here: https://www.onecpd.info/resources/documents/econ-Planning-Suite-Desk-Guide-IDIS-Conplan-Action-Plan-Caper-Per.pdf  Provide monthly written activity reports via email to the Department, as required in the RFP. | **$** |
|  |  | **Total Fixed Cost** |
| **3.** | **Strategic Plan and First Year Action Plan.** As described in the RFP, Contractor is responsible for working with the state to synthesize all collected information into priority needs for affordable housing, homelessness, and non-housing community development which will generate goals (program categories), expected accomplishments and results in terms of quantifiable outputs and outcomes. The first year action plan will detail how these will be delivered in the first year of implementation. At a minimum, the result must meet the requirements of the strategic plan and action plan as outlined in 24 CFR 91.315 and 24 CFR 91.320 as well as the monitoring requirements in 24 CFR 91.330; and the strategic plan and action plan sections and input fields as outlined in the HUD produced The eCon Planning Suite: A Desk Guide for Using IDIS to Prepare the Consolidated Plan, Annual Action Plan, and CAPER/PER found here: https://www.onecpd.info/resources/documents/econ-Planning-Suite-Desk-Guide-IDIS-Conplan-Action-Plan-Caper-Per.pdf.  Provide monthly written activity reports via email to the Department, as required in the RFP. | **$** |