

**Section D Cost Proposal: RFB ETA0022 WDC
Administrative Services Agreement Compliance Audits**

Biannual Audits Calendar Years 2011, 2013 and 2015

General Instructions on Preparing Cost Proposal

The cost proposal form should be completed and submitted in a separate sealed envelope with the written proposal.

Format for Submitting Cost Proposal

Prospective vendors must complete the hours, hourly rates, travel, meals and other costs for each audit year for which they make a proposal. Use this page to summarize all costs.

| AUDIT COST PROPOSAL DETAILS: _Total all 3 years_ | 2011 | 2013 | 2015 | Total |
|---|--------------|--------------|--------------|--------------|
| Partners | 2700 | 2700 | 2700 | 8100 |
| Managers | 7000 | 7000 | 7000 | 21000 |
| Supervisory Staff | 8970 | 8970 | 8970 | 26910 |
| Staff | 6600 | 6600 | 6600 | 19800 |
| Other (Administrative) | 2250 | 2250 | 2250 | 6750 |
| Subtotal Staff Costs | 27520 | 27520 | 27520 | 82560 |
| Out-of-pocket Expenses | 250 | 250 | 250 | 750 |
| Meals and Lodging | 0 | 0 | 0 | 0 |
| Transportation | 0 | 0 | 0 | 0 |
| Other (specify) | | | | \$ |
| Subtotal Other Costs | 250 | 250 | 250 | 750 |
| Total Cost | 27770 | 27770 | 27770 | 83310 |

Authorized Representative (printed)

Craig R. Smith

Authorized Representative's Signature

Authorized Representative's Title