

APPENDIX B: COST PROPOSAL TEMPLATE

Identify Fully inclusive Rates by Positions to be billed under the contract resulting from this RFP. The billing rates should be fully burdened, including overhead, profit, all benefit expenses, training, costs for obtaining insurance, support and administrative services, etc.

The City will only allow for reimbursement costs for travel and travel-related expenses actually incurred during and for the performance of services for the contract awarded under this RFP, and requires that such expenses shall have prior written approval of the City.

Name/Position	Project Responsibilities	Hourly Rate*

*Include applicable New Mexico gross receipts tax in all rates.