

COST PROPOSAL TEMPLATE

Key Personnel & Labor Categories	Hourly Rate Year 1	Hourly Rate Year 2	Hourly Rate Year 3	Hourly Rate Year 4
Key Personnel	7/1/2026 to 6/30/2027	7/1/2027 to 6/30/2028	7/1/2028 to 6/30/2029	7/1/2029 to 6/30/2030
Employee Name, Title				
Labor Categories				
Project Manager				
Project Assistant				
Expenses				
Expenses, prior approval required: Copying & Reprographics; Overnight Delivery; Travel Expenses; Mileage; Tolls; Parking; Hotel; Meals	At Actual Cost; No Mark-up			