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| |  |  |  |  | | --- | --- | --- | --- | |  | | | | | **Name of Firm:** |  | **Date Submitted:** |  | | **Contact Person Name & Title:** |  | **Contact Person Phone & Email:** |  | |  |

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| **Name of Key Personnel** | **Title**  **(Uniquely- Qualified Individual Must Submit Resume)** | **Raw Rate**  **(A)** | **Overhead Rate \_\_\_\_% (B)**  **(C)** | **Cat 1 Profit \_\_\_\_% (D)**  **(E)** | **Cat 2 Profit \_\_\_\_% (F)**    **(G)** | **Cat 1 Loaded Hourly Rate**  **(H)** | **Cat 2 Loaded Hourly Rate**  **(I)** |
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**Raw Rate** determined by consultant = **A**; **Overhead** calculated [A x B = **C**]; **Cat 1 Profit** [(A+ C) x D = **E**]; **Cat 2 Profit** [(A+C) x F = **G**]; **Cat 1 Loaded Hourly Rate** [A +C + E = **H**] **Cat 2 Loaded Hourly Rate** [A +C + G = **I** ]

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| **NOTE: The information consultant provides will be used to negotiate your loaded hourly rates.  Once approved, the loaded hourly rates are included in respective contracts, proposals or assignments.  The raw rates, overhead and profit are not included in the contract; however, they are subject to Public Information Requests.  If we receive a request for your information, we will send the request to the Attorney General’s Office for their determination.  You would be notified if this happens and given an opportunity to send a letter stating why your information should be withheld. The City may request additional information, and audit documentation provided by the consultant, to verify titles, job descriptions, raw rates and overhead.**  **I certify that the above is true and correct:**  **Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name of Certifying Official (Print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |