

PROPOSAL COST STATEMENT - PERSONAL CARE SERVICES

1. This proposal statement is presented in response to the RFP issued by Adams County Office for Aging, Inc. on February 20, 2023 for purpose of providing Personal Care services to the older residents of Adams County.

2. The _____ (Provider) having its office located at _____, hereby offer the following quotation:

\$ _____ cost per hour = \$ _____
Total Proposed Cost

In compliance with the Request For Proposal and subject to all conditions thereof, the undersigned provider agrees, if this proposal is accepted, to furnish all items upon which prices are quoted at the price set opposite each item. The term of this proposal will hold until June 30, 2023.

Executed at: _____ Date: _____

By: _____

Title: _____

Lawfully Authorized Official of the Provider

Telephone Number: _____

COST ANALYSIS

Include a line item budget with the Proposal Cost Statement. This line item budget must follow this major object format. It must break out expenses for each major object, and must clearly break down how the unit cost was determined. Please use additional sheets of paper, as necessary.

Major Objects:

- I. Personnel (to include wage rates, total wages and fringe benefits by type, by position)
- II. Occupancy
- III. Communications
- IV. Supplies & Minor Equipment
- V. Transportation
- VI. Contract Services
- VII. Other Operating Expenses
- VIII. Fixed Assets