



**CMHA SOLICITATION 2020-4002  
BOND ISSUANCE CONSULTING  
ATTACHMENT B FEE SUBMISSION FORM**

The proposed fees are all-inclusive of all related costs that the successful proposer will incur to provide the noted services. The Proposer is responsible for providing firm, fixed costs as specified below.

If Contractor is awarded the contract for this solicitation, this Fee Submission Form may be used as Exhibit B to the Contract. The completion of the form is no guarantee of a contract or the award of any services.

List the hourly fee amount of each individual and/or position who will be assigned to any CMHA projects:

Name/Position	Firm Fixed Hourly Rate	Approx. % of Time Assigned to Project
	\$ _____	
	\$ _____	
	\$ _____	
	\$ _____	
	\$ _____	
	\$ _____	
	\$ _____	

Provide a detailed description or table that explains the respondent’s standard fees. Fees should be differentiated for both single family and multi-family programs. The CMHA would prefer to see fees for multi-family bond issues that include a fixed or base fee combined with a sliding scale fee based on the total bond amount for each transaction.

A Contractor will be asked to provide a not-to-exceed project cost for each project based on the above.

The fees above shall be inclusive of all fees to be paid for the services during the period designated. There are no other allowable reimbursable expenses. The fee(s) are inclusive of all necessary costs to provide the proposed services, including but not limited to: employee costs and benefits; clerical support; overhead; profit; supplies; materials; licensing; insurance, etc.. The final fee(s) will be negotiated with the successful Offeror. If negotiations are unsuccessful, the CMHA will cease negotiations and commence price negotiations with the next Offeror and so on.

Notes and Exclusions:



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**DISCOUNT OFFERED FOR EARLY PAYMENT:** \_\_\_\_\_ % if invoice paid within \_\_\_\_\_ days of properly submitted invoice as stated in the RFP.

**PROPOSER'S STATEMENT**

The undersigned proposer hereby states that by completing and submitting this Form and all other documents within this submittal, he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate, and that if the Authority discovers that any information entered herein to be false, such shall entitle the Authority to not consider or make award or to cancel any award with the undersigned party. Pursuant to all RFP Document including attachments, this Fee Submission Form, and pursuant to all documents submitted, the undersigned proposes to supply the Authority with the services and/or products described herein for the fee(s) submitted pertaining to this RFP.

Date: \_\_\_\_\_, 2020

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone(s): \_\_\_\_\_

Email: \_\_\_\_\_

By: \_\_\_\_\_  
(Signature of Offerer)

By: \_\_\_\_\_ Title: \_\_\_\_\_  
(Print Name)

Fed Tax ID: \_\_\_\_\_