



COST PROPOSAL

As shown in Table 1, the estimated cost to complete the scope of work described in this proposal is \$1,888,954. PlaceWorks will complete the project as described in Chapter 4 for a cost not to exceed this amount.

Table 1 includes costs per task, which represent the “menu” of costs requested in the RFP.

We are flexible regarding project costs and hope that you will not eliminate us from consideration on the basis of cost alone.

We understand that our total cost may require more funds than the County has in place right now. We are happy to sign a contract covering only the portion of the work for which funds are available, and to then execute a contract amendment for the remainder of the project when additional funds become available.

PlaceWorks recommends planning for a 5 percent to 10 percent contingency fund to cover any unforeseen out-of-scope work that might be necessary for the project.

The billing rates for each team member are included in Table 1.


PlaceWorks bills for its work on a time-and-materials basis with monthly invoices. The RFP suggests that the project might be completed on a milestone basis; PlaceWorks would strongly prefer time-and-materials billings with a set total cap on billings.

The RFP also suggests a 10% retention of all billings until the project is complete. Since this is such a large project, this would create a financial hardship for PlaceWorks, so we would request that no retention be required.

Assumptions

The scope of work and cost estimate assume that:

- Our cost estimate includes the meetings listed in Chapter 4. Additional meetings would be billed on a time-and-materials basis.
- County staff will be responsible for meeting logistics, including schedule coordination, document production, printing notices, mailing costs, room reservations, room set-up and take-down, and refreshments.
- All products will be submitted to the County in electronic formats as described in Chapter 5, except for printed copies that are also identified in Chapter 5.
- No more than 80 hours of PlaceWorks staff time will be required to respond to comments on the Draft EIR. If additional labor is necessary to respond to comments, a contract amendment allowing additional work will be necessary.

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- Since the Caltrans Lake and Mendocino County travel demand model is not yet available (it's expected to be released this summer), some details of the transportation modeling task will depend on the model's review. No more than 40 hours of Fehr & Peers staff time are budgeted to review the travel demand model and assess its reasonableness and sensitivity for purposes of the Area Plan Updates. If refinements or modifications to the model are needed to comply with the General Plan Guidelines or CEQA Guidelines, a contract amendment allowing additional work will be necessary.
 - We will rely on the County's analysis of disadvantaged unincorporated communities (DUCs), prepared consistent with SB 244 for the prior or upcoming Housing Element Update, to inform Area Plan policies that address DUCs.

		PLACEWORKS																						
		Early Senior Advisor \$315	Sundberg PIC \$240	Howard PM \$200	Giffin APM \$160	Project Planner \$140	Seale Safety \$250	Krispi Safety \$210	McCracken EIR \$245	Protsman Rohr Safety/ EIR \$175	Fitzgerald Engineer \$230	Park EIR, AQ \$195	Watson EIR \$180	Barker Associate, Safety \$155	Guy GIS Associate \$155	TECH. EDITOR \$135	GRAPHICS \$130	GIS \$178	WP/ CLERICAL \$135	PlaceWorks Hours	PlaceWorks 2% Office Expenses	PlaceWorks Total	Subconsultant Total	Total Task Budget
Hourly Rate:																								
TASK 1. Project Initiation and Management																								
1	Kick-Off Meeting and County Tour		15	15	14													60	44	\$177	\$9,017	\$0	\$9,017	
2	Data Collection and GIS Creation		4	6	12	16													98	\$340	\$17,340	\$0	\$17,340	
3	Initial Meetings		28	10	4														42	\$187	\$9,547	\$0	\$9,547	
4	On-Going Project Management and Coordination	8	210	339	185		4	56		16				8					826	\$3,342	\$170,462	\$8,740	\$179,202	
Task 1. Subtotal		8	257	370	215	16	4	56	0	16	0	0	0	8	0	0	0	60	1010	\$4,046	\$206,366	\$8,740	\$215,106	
TASK 2. Community Outreach and Engagement																		6						
1	Community Engagement Plan	2	4	6	12					8				8			8		207	\$783	\$39,918	\$0	\$39,918	
2	General Plan Advisory Committee	5	39	51	72	8		8											16	\$62	\$3,182	\$0	\$3,182	
3	Town Council		4	6	6														111	\$421	\$21,466	\$0	\$21,466	
4	Stakeholder Focus Group Meetings	3	21	36	39	6											6		244	\$786	\$40,066	\$0	\$40,066	
5	Project Website and Communications		16	28	36	102	2	8		8				20			24		42	\$134	\$6,854	\$0	\$6,854	
6	Online Survey		4	6	8	16											8							
Task 2. Subtotal		10	88	133	173	132	2	16	0	16	0	0	0	28	0	0	46	0	650	\$2,296	\$117,116	\$0	\$117,116	
TASK 3. Background Research																								
Task 3. Subtotal		2	16	16	50	50	0	0	10	0	0	0	0	0	0	0	30	0	174	\$609	\$31,069	\$0	\$31,069	
TASK 4. General Plan Overview Document																								
Task 4. Subtotal		2	22	34	50	0	0	0	0	0	0	0	0	0	0	0	0	0	118	\$449	\$22,869	\$0	\$22,869	
TASK 5. Local Area Plan Updates																								
1	Local Area Plan Meetings Round #1	2	50	10	60	58												12	180	\$647	\$32,997	\$0	\$32,997	
2	Background Information and Issues Identification	2	6	8	16														44	\$167	\$8,533	\$0	\$8,533	
3	Alternatives and Recommendations	8	96	176	112	16													408	\$1,618	\$82,538	\$0	\$82	

