

EXHIBIT A
COST OF PROPOSAL /BASE SELLING PRICE

For services as outlined, I _____
representing the firm of _____ will
perform the necessary Professional Legal Services, according to the request for proposals
enclosed and according to the fee schedule listed below:

FEE SCHEDULE

- a. Offeror shall present an hourly billing rate schedule for Professional Legal Service showing the names of attorneys who will represent the City in the designated area of expertise along with a breakdown of other expenses such as clerical support, photocopies, express mail, facsimiles, etc. The City will not pay for more than one person to travel or attend meetings or hearings on behalf of the City unless the Law Firm has received the advance permission of the City. The City will not pay tax on travel expenditures that already include tax.
- b. Under the description of expenses, the Attorney Services rate listed should be the rate of the highest and lowest paid attorney at the firm that would perform services for the City of Farmington.
- c. The definition of electronic media would be any media that uses electronic means or electromechanical means for the audience to access the content such as a jump drive, thumb drive, CD, etc.
- d. If your firm does not charge for a specific expense in the services listed, please indicate it with a \$0 for that rate of compensation. If the offeror intends to bill at an "actual cost" then enter "\$0- actual cost" in the rate of compensation line.
- e. For Expert Witness and Consultants, this can be an estimate. Before an expert witness or consultant is retained, the City will be consulted, and its written approval for retention obtained.
- f. For the rate of compensation for travel expenses, this should be an estimated cost for each trip to Farmington.
- g. A quantity for "hours" and "each" unit of measure is only an estimate and generated for calculation purposes. The actual usage will not be capped as this is considered an "on-call" contract. The awarded firm(s) will be paid for actual hours worked or services provided.

<u>NAME OF ATTORNEY</u>	<u>AREA OF EXPERTISE</u>	<u>HOURLY RATE</u>	<u>TRAVEL TIME</u>
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EXAMPLE

John Smith - Principal	Personnel and Labor	\$150.00	\$75.00
Jane Doe	Personnel and Labor	\$140.00	\$70.00
Bill Jones - Principal	General & Auto Liability	\$150.00	\$75.00
David Brown	General & Auto Liability	\$130.00	\$65.00

<u>DESCRIPTION OF EXPENSES</u>	<u>EST QTY/UOM</u>	<u>RATE OF COMPENSATION</u>
Attorney Services (highest)	100 Hours	_____
Attorney Services (lowest)	100 Hours	_____
Clerical Support	100 Hours	_____
Paralegals	100 Hours	_____
Law Clerks	100 Hours	_____
Photocopies	100 Each	_____
Facsimiles	100 Each	_____
Express Mail	100 Each	_____
Postage	100 Each	_____
Electronic Media	100 Each	_____
Depositions	100 Each	_____
Filing, Statutory, and Service Fees	100 Each	_____
Expert Witness and Consultants	100 Each	_____
Travel Expenses	100 Each	_____
	TOTAL	_____

This completed sheet must be uploaded in the requested attachments tab in the solicitation. (If there is not enough space on this page to complete your fee schedule please complete it on a separate sheet of paper and attach it to this page.)

Signed: _____

Company Name: _____

Telephone Number: _____

E-mail: _____

Date: _____