

**PROPOSED FEES**  
**REQUEST FOR PROPOSALS (RFP) No. 2018-a, Annual Audit Services**

Entry of Proposed Fees. The proposed fees shall be submitted by the proposer and received by the Agency where provided on this document and included with “hard copy” proposal.

3.2.1 **Pricing Items.** The proposed fees (Pricing Items) shall be submitted by the proposer and received by the Agency where provided on this document and included with the “hard copy” proposal. Unless otherwise stated, the proposed fees are all-inclusive of all related costs that the successful proposer will incur to provide the noted services, including, but not limited to: employee wages and benefits; clerical support; overhead; profit; licensing; insurance; materials; supplies; tools; equipment; long distance telephone calls; travel expenses; document copying not specifically otherwise agreed to by the Agency; etc.

(1) RFP Section	(2) Item No.	(3) Qty	(4) U/M	(5) Service Description	(6) Proposed Cost
2.1.2.1 .1	1	1	Each	Firm-fixed Fee for Kearney Housing Agency Public Housing Annual Audit Services pertaining to FYE 2019	
2.1.2.1 .1	2	1	Each	Firm-fixed Fee for Kearney Housing Agency Public Housing Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.1 .1	3	1	Each	Firm-fixed Fee for Kearney Housing Agency Public Housing REAC Submission Services pertaining to FYE 2019	
2.1.2.1 .1	4	1	Each	Firm-fixed Fee for Kearney Housing Agency Capital Fund Audit Services pertaining to any grants closed by the date of the on-site audit	
2.1.2.1 .1	5	1	Each	Firm-fixed Fee for Kearney Housing Agency Capital Fund Non-audit Service (financial statement preparation) pertaining to any grants closed by the date of the on-site audit	
2.1.2.1 .1	6	1	Each	Firm-fixed Fee for Kearney Housing Agency Capital Fund REAC Submission Services pertaining to any grants closed by the date of the on-site audit	
2.1.2.1 .2	7	1	Each	Firm-fixed Fee for Kearney Housing Agency HCV Annual Audit Services pertaining to FYE 2019	
2.1.2.1 .2	8	1	Each	Firm-fixed Fee for Kearney Housing Agency HCV Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.1 .2	9	1	Each	Firm-fixed Fee for Kearney Housing Agency HCV REAC Submission Services pertaining to FYE 2019	

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2.1.2.1 .3	10	1	Each	Firm-fixed Fee for Plaza Boulevard Apartments Annual Audit Services pertaining to FYE 2019	
2.1.2.1 .3	11	1	Each	Firm-fixed Fee for Plaza Boulevard Apartments Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.1 .3	12	1	Each	Firm-fixed Fee for Plaza Boulevard Apartments USDA Submission Services pertaining to FYE 2019	
2.1.2.1 .4	13	1	Each	Firm-fixed Fee for KHDC Annual Audit Services pertaining to FYE 2019	
2.1.2.1 .4	14	1	Each	Firm-fixed Fee for KHDC Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.1 .4	15	1	Each	Firm-fixed Fee for KHDC REAC Submission Services pertaining to FYE 2019	
2.1.2.1 .5	16	1	Each	Firm-fixed Fee for KHA Management Program Annual Audit Services pertaining to FYE 2019	
2.1.2.1 .5	17	1	Each	Firm-fixed Fee for KHA Management Program Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.1 .5	18	1	Each	Firm-fixed Fee for KHA Management Program REAC Submission Services pertaining to FYE 2019	
2.1.2.1 .6	19	1	Each	Firm-fixed Fee for ESS Program Annual Audit Services pertaining to FYE 2019	
2.1.2.1 .6	20	1	Each	Firm-fixed Fee for ESS Program Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.1 .6	21	1	Each	Firm-fixed Fee for ESS Program REAC Submission Services pertaining to FYE 2019	
2.1.2.2	22	1	Each	Firm-fixed Fee for Autumn Village Apartments Annual Audit Services pertaining to FYE 2019	
2.1.2.2	23	1	Each	Firm-fixed Fee for Autumn Village Apartments Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.2	24	1	Each	Firm-fixed Fee for Autumn Village Apartments REAC Submission Services pertaining to FYE 2019	
2.1.2.3	25	1	Each	Firm-fixed Fee for Gibbon Housing Agency Annual Audit Services pertaining to FYE 2019	

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2.1.2.3	26	1	Each	Firm-fixed Fee for Gibbon Housing Agency Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.3	27	1	Each	Firm-fixed Fee for Gibbon Housing Agency REAC Submission Services pertaining to FYE 2019	
2.1.2.3	28	1	Each	Firm-fixed Fee for Gibbon Housing Agency Capital Fund Audit Services pertaining to any grants closed by the date of the on-site audit	
2.1.2.3	29	1	Each	Firm-fixed Fee for Gibbon Housing Agency Capital Fund Non-audit Service (financial statement preparation) pertaining to any grants closed by the date of the on-site audit	
2.1.2.3	30	1	Each	Firm-fixed Fee for Gibbon Housing Agency Capital Fund REAC Submission Services pertaining to any grants closed by the date of the on-site audit	
2.1.2.4	31	1	Each	Firm-fixed Fee for Minden Housing Agency Annual Audit Services pertaining to FYE 2019	
2.1.2.4	32	1	Each	Firm-fixed Fee for Minden Housing Agency Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.4	33	1	Each	Firm-fixed Fee for Minden Housing Agency REAC Submission Services pertaining to FYE 2019	
2.1.2.4	34	1	Each	Firm-fixed Fee for Minden Housing Agency Capital Fund Audit Services pertaining to any grants closed by the date of the on-site audit	
2.1.2.4	35	1	Each	Firm-fixed Fee for Minden Housing Agency Capital Fund Non-audit Service (financial statement preparation) pertaining to any grants closed by the date of the on-site audit	
2.1.2.4	36	1	Each	Firm-fixed Fee for Minden Housing Agency Capital Fund REAC Submission Services pertaining to any grants closed by the date of the on-site audit	
2.1.2.5	37	1	Each	Firm-fixed Fee for Shelton Housing Agency Annual Audit Services pertaining to FYE 2019	
2.1.2.5	38	1	Each	Firm-fixed Fee for Shelton Housing Agency Non-audit Service (financial statement preparation) pertaining to FYE 2019	
2.1.2.5	39	1	Each	Firm-fixed Fee for Shelton Housing Agency REAC Submission Services pertaining to FYE 2019	

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2.1.2.5	40	1	Each	Firm-fixed Fee for Shelton Housing Agency Capital Fund Audit Services pertaining to any grants closed by the date of the on-site audit	
2.1.2.5	41	1	Each	Firm-fixed Fee for Shelton Housing Agency Capital Fund Non-audit Service (financial statement preparation) pertaining to any grants closed by the date of the on-site audit	
	42	1	Each	Firm-fixed Fee for Shelton Housing Agency Capital Fund REAC Submission Services pertaining to any grants closed by the date of the on-site audit	

**3.3 Additional Information Pertaining to the Pricing Items.**

**3.3.1 Quantities.** All quantities entered by the Agency herein and within the corresponding Pricing Items within the Proposed Fees Document (Attachment I) are for calculating purposes only. As may be further detailed herein, the Agency does not guarantee any minimum or maximum amount of work as a result of any award ensuing from this RFP, as the ensuing contract will be a Requirements Contract, in that the Agency shall retain one contractor only and shall retain the right to order from that contractor (successful proposer), on a task order basis, any amount of services the Agency requires.

**3.3.2 IMPORTANT NOTICE!!! Entry of Proposed Fees.** Except as provided for otherwise (e.g. a “No Charge” option), proposers must submit, where provided within the Proposed Fees Document (Attachment I), a realistic cost for each and every Pricing Item detailed within

**3.3.2.1 Realistic Cost for each Pricing Item.** Each proposer is strongly encouraged to enter where provided within the online eProcurement Marketplace a realistic cost for each Pricing Item. For example, if the successful proposer enters \$1.00 per hour for any hourly fee Pricing Item (proposers typically do so in an effort to improve their position in regard to Evaluation Factor No. 1, as detailed within Table No. 7 herein), then the \$1.00 per hour is what the successful proposer will charge the Agency for any work that the Agency may retain the successful proposer to provide if the Agency deems such retention is in the Agency's best interests to do so. Accordingly, it is the Agency's opinion that it is very much in the best interests of the proposer to propose a realistic hourly fee for each Pricing Item. If, despite this warning, the successful proposer proposes an hourly fee that the Agency deems is not realistic, then the Agency reserves the right to require the successful proposer to, at contract execution,

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present a cash bond in a suitable amount (e.g. \$2,000.00, which the Agency will hold during the term of the ensuing contract period) to ensure that the successful proposer will fulfill his/her obligation in this matter.

- 3.3.2 Price Escalation.** Pertaining to the ensuing contract, there shall be no escalation of the proposed unit costs allowed at any time during the awarded contract.
- 3.3.3 Prior Agency Approval Required.** Please note that the successful proposer shall NOT conduct any additional work without the prior written authorization of the Agency representative (which will occur, at the Agency's discretion, via delivery of a Task Order, which may take the form of an e-mail). Failure to abide by this directive shall release the Agency of any obligation to pay the successful proposer for any work conducted without the noted prior written authorization.
- 3.3.4 No Deposit/No Retainer.** The Agency will NOT pay any retainer fees as a result of award of the ensuing contract. This means that the Agency will pay the successful proposer(s) for actual work product only.

**COMPLETED BY:**

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**Signature**                      **Date**                      **Printed Name**                      **Title**