INSTRUCTIONS

- 1. Complete all of the following tables. Provide fully burdened labor rates for the Base and each Option Period for Project Managers and Project Control Engineers which include wages (base rates), Overhead (including fringe benefits), General and Administrative (G&A)/Indirect expenses, and profit (if applicable).
- 2. Justification for each cost element proposed for the Labor Rate Ranges shall be provided. For example, provide wage rate verification in the form of payroll records or employment contract agreements, and computations of how the proposed overhead and/or indirect rates were determined.
- 3. Please indicate if your organization has undergone a cognizant governmental audit (DCAA, DCMA, etc.) in the past 12 months. If so, please provide the date of the audit report and all contact information for the authorized auditor.
- 4. Any costs associated with the NREL-required drug tests, background checks, and reference checks shall be included in the proposed G&A/Indirect expenses.
- 5. Additionally, Overhead and G&A/Indirect expenses shall be adjusted and proposed accordingly based on NREL providing all office space, supplies, computer equipment, and telephones.

Base Period

Hourly Rate Ranges PROJECT MANAGERS	Base Rate (Hourly)	Labor Overhead <u>%</u>	Fringe Benefits <u>%</u>	General & Admin. Exp.* <u>%</u>	Profit <u>%</u>	Fully Burdened Hourly Rate Proposed
Level 1 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 1 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Highest Hourly Rate	\$	\$	\$	\$	\$	\$

Base Period

Hourly Rate Ranges PROJECT CONTROL ENGINEERS	Base Rate (Hourly)	Labor Overhead <u>%</u>	Fringe Benefits <u>%</u>	General & Admin. Exp.* <u>%</u>	Profit <u>%</u>	Fully Burdened Hourly Rate Proposed
Level 1 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 1 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Highest Hourly Rate	\$	\$	\$	\$	\$	\$

Option I

Hourly Rate Ranges PROJECT MANAGERS	Base Rate (Hourly)	Labor Overhead <u>%</u>	Fringe Benefits	General & Admin. Exp.* <u>%</u>	Profit <u>%</u>	Fully Burdened Hourly Rate Proposed
Level 1 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 1 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Highest Hourly Rate	\$	\$	\$	\$	\$	\$

Option I

Hourly Rate Ranges PROJECT CONTROL ENGINEERS	Base Rate (Hourly)	Labor Overhead <u>%</u>	Fringe Benefits <u>%</u>	General & Admin. Exp.* <u>%</u>	Profit <u>%</u>	Fully Burdened Hourly Rate Proposed
Level 1 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 1 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Highest Hourly Rate	\$	\$	\$	\$	\$	\$

Option II

Hourly Rate Ranges PROJECT MANAGERS	Base Rate (Hourly)	Labor Overhead <u>%</u>	Fringe Benefits <u>%</u>	General & Admin. Exp.* <u>%</u>	Profit <u>%</u>	Fully Burdened Hourly Rate Proposed
Level 1 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 1 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Highest Hourly Rate	\$	\$	\$	\$	\$	\$

Option II

Hourly Rate Ranges PROJECT CONTROL ENGINEERS	Base Rate (Hourly)	Labor Overhead <u>%</u>	Fringe Benefits <u>%</u>	General & Admin. Exp.* <u>%</u>	Profit <u>%</u>	Fully Burdened Hourly Rate Proposed
Level 1 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 1 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 2 Highest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Lowest Hourly Rate	\$	\$	\$	\$	\$	\$
Level 3 Highest Hourly Rate	\$	\$	\$	\$	\$	\$