

**EXHIBIT F.2**  
**Minimum Cost Proposal Format**  
**Optional Period Ending August 31, 2012**

**COST PROPOSAL**

*Using this form, each Consultant must state its proposed rates and costs under the Contract. All fees, out-of-pocket expenses, travel expenses, and other amounts must be included in the fully-loaded hourly rates. All proposed fully-loaded hourly rates must be listed and broken out by personnel and by fixed-price deliverable. See Cost Proposal Chart Format on next page of this RFP. Final fees and costs for Selected Consultant shall be subject to negotiation and approval by TDLR, assuming award of a Contract to Consultant.*

Total Cost Subject to Evaluation \$ \_\_\_\_\_

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Name of Consultant: \_\_\_\_\_

Signature: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

Date: \_\_\_\_\_

**IMPORTANT NOTICE: IF YOUR RESPONSE TO THIS SOLICITATION DOES NOT CONTAIN ONE ORIGINAL OF THIS FULLY COMPLETED AND SIGNED EXHIBIT, YOUR RESPONSE MAY BE AUTOMATICALLY DISQUALIFIED FOR FAILURE TO COMPLY WITH THE ADVERTISED SPECIFICATIONS, EVEN IF ALL OTHER MINIMUM QUALIFICATIONS, LETTERS AND EXHIBITS ARE FULLY COMPLETED, SIGNED AND RETURNED. IN THE PROPOSAL RESPONSE MARKED "ORIGINAL", CONSULTANTS MUST ENSURE BOTH FULL COMPLETION AND ORIGINAL INK SIGNATURE BY AN AUTHORIZED REPRESENTATIVE OF CONSULTANT.**

**EXHIBIT F.2--Continued**

**Cost Proposal Chart Format**

<b>Deliverable (1) (Date Completed)</b>	<b>Personnel Name</b>	<b>Fully-Loaded Hourly Rate</b>	<b>No. of Hours</b>	<b>Total Personnel Cost (Rate x Hrs)</b>	<b>Percent Complete (2)</b>
Deliverable 1 (xx/xx/20__)					
	Resource 1	\$	XX	\$	
	Resource 2	\$	XX	\$	
	Resource 3	\$	XX	\$	
Deliverable 1 Total			XX	\$	%
Deliverable 2 (xx/xx/20__)					
	Resource 1	\$	XX	\$	
	Resource 2	\$	XX	\$	
	Resource 3	\$	XX	\$	
Deliverable 2 Total			XX	\$	%
Deliverable 3 (xx/xx/20__)					
	Resource 1	\$	XX	\$	
	Resource 2	\$	XX	\$	
	Resource 3	\$	XX	\$	
Deliverable 3 Total			XX	\$	%
<b>TOTAL ALL DELIVERABLES</b>			XX	\$	100%

- (1) Deliverables, number of deliverables and completion dates must agree with the Consultant's submitted workplan.
- (2) Consultant must include each fixed-price deliverable's percent of the total project with the total of all deliverables equaling 100% of the Consultant's total cost subject to evaluation.
- (3) Consultant must add additional deliverable to the format to match the number of deliverables identified in the proposal.

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**Name of Consultant:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Printed Name and Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_