

Form A—GoMonrovia Lyft Concierge and Monrovia Transit Cost Proposal (Page One)

Summary of Proposed Costs

Contractor hereby proposes total costs for dispatch/concierge services for the City’s Lyft Concierge program and management and operation of Monrovia Transit as defined in the Request for Proposals, including any and all addenda, for the Base Term of three (3) years (36 months): [Insert Total Proposed Base Term Cost]

Cost: _____ Dollars [\$_____.00]

Offeror’s Representations & Acknowledgement

In submitting a proposal, the Offeror affirms that he/she/they/it is familiar with all requirements of the RFP and has sufficiently informed himself/herself/themself/itself in all matters affecting the performance of the work or the furnishing of the labor, supplies, materials, equipment, or facilities called for in this RFP; that he/she/they/it has checked the proposal for errors and omissions; that the prices stated are correct and as intended by the Offeror.

Offeror acknowledges that this is a turnkey contract and that the proposed cost amount is for all staff, facilities, vehicles and equipment, supplies and services required for the operation and management of Lyft Concierge and Monrovia Transit, except for those duties and responsibilities of the City specifically identified in the RFP.

This proposal and proposed cost are a firm, fixed offer for a period of one hundred twenty (120) calendar days from the Proposal Due Date of March 31, 2025.

NAME OF CONTRACTOR FIRM: _____

ADDRESS: _____

NAME OF AUTHORIZED REPRESENTATIVE FOR NEGOTIATIONS: _____

PHONE NUMBER: (____) _____ - _____

AUTHORIZED SIGNATURE: _____

NAME & TITLE OF SIGNER: _____

DATE: _____

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Proposing Firm: _____

PROPOSED BASE PERIOD COST FORMULA

COST FORMULA	Base Term Year 1 [12 Months]	Base Term Year 2 [12 Months]	Base Term Year 3 [12 Months]	Term 2 [12 Months]	Term 3 [12 Months]
1. Cost per RVH					
2. Monthly Fixed Cost					
Projected Annual RVH*	11,786	11,904	12,023	12,143	12,265
3. Annual RVH Cost					
4. Annual Fixed Costs					
TOTAL COST (3+4)					

**Annual RVH is projected to increase steadily at 1 percent per year.*

This Cost Proposal Form is to be used to submit the proposed contractor's firm cost proposal for all work described in the RFP and Scope of Work during the following business hours.

Sunday - Thursday: 7:00 a.m. - 10:00 p.m.

Friday - Saturday: 7:00 a.m. - 1:00 a.m.

The detailed Cost Breakdowns of the Cost Proposal Form should be consistent with proposed Cost per Revenue Vehicle Hour and Monthly Fixed Costs for regular service hours.

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Proposing Firm: _____

PROPOSED REVENUE VEHICLE HOUR COSTS

TOTAL COSTS BY CATEGORY	Base Term Year 1 [12 Months]	Base Term Year 2 [12 Months]	Base Term Year 3 [12 Months]	Term 2 [12 Months]	Term 3 [12 Months]
Driver Wages					
Driver Fringe Benefits					
Maintenance Parts					
Maintenance/ Servicing Supplies					
Outside Repairs					
Other(specify)					
TOTAL RVH COSTS					

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Proposing Firm: _____

PROPOSED FIXED COSTS

(Note: Costs shown are to be the total fixed costs by category)

MONTHLY FIXED COST BREAKDOWN	Base Term Year 1 [12 Months]	Base Term Year 2 [12 Months]	Base Term Year 2 [12 Months]	Term 2 [12 Months]	Term 3 [12 Months]
Project Manager Salary					
Project Manager Fringe					
Maintenance Manager Salary					
Maintenance Manager Fringe					
Operation Supervisor Salary					
Operation Supervisor Fringe					
Dispatch Staff Wages					
Dispatch Staff Fringe					
Maintenance/ Servicing Wages					
Maintenance/ Servicing Fringe					
Other Wages (Specify Position)					
Other Fringe (Specify Position)					
Hiring/Training					
Safety					
Uniforms					
Non-Revenue Vehicles					
Facility Lease/ Rent Costs					
Janitorial					
Telephone					
Utilities					
Office Supplies					
Business License/ Taxes					
Accounting					

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Proposing Firm: _____

PROPOSED FIXED COSTS

(Note: Costs shown are to be the total fixed costs by category)

MONTHLY FIXED COST BREAKDOWN	Base Term Year 1 [12 Months]	Base Term Year 2 [12 Months]	Base Term Year 2 [12 Months]	Term 2 [12 Months]	Term 3 [12 Months]
INSURANCE:					
General Liability					
Automobile Liability					
Collision/ Comprehensive					
Workers Compensation					
Computer Hardware					
Computer Software					
Other (Specify):					
Start Up Costs					
Start Up Training					
Vehicle Costs					
Overhead					
Management Fee/Profit					
TOTAL FIXED COSTS					