**Sourcing Event: 0000008693**  
**Attachment 6**  
**Price Proposal**

Proposers shall submit a Price Proposal by completing the following in this attachment:

The Financial Counseling Program is billed by an hourly base rate with some allowable additional costs. Additionally, an optional pricing structure is available for Contractor billing to support long-term retention of financial counselors, multilingual service provision, and enhanced advocacy activities on behalf of clients.

Pricing structure is as follows:

* Base Hourly Rate (REQUIRED): Contractor’s hourly rate for providing counseling services, outreach activities, and client administrative activities. Note the cost of all general overhead for providing service as a contractor for this contract (such as operations, contract administration, training, etc.) should be embedded in this hourly rate.
  + Tenured Counselor Rate: Rate may be billed for hours worked by counselor who has provided financial counseling services on a TTX contract for at least two years. The intent of this rate increase is for tenured counselor compensation to be increased. Maximum allowable rate that may be billed is Base Hourly Rate + 5%.
  + Bilingual or Multilingual Counselor Rate: Rate may be billed for hours worked by counselor who has the ability to provide financial counseling in English and at least one other language. The intent of this rate increase is for bilingual or multilingual counselor compensation to be increased. Maximum allowable rate that may be billed is Base Hourly Rate + 5%.
  + Client Advocacy Rate (*Optional)*: Rate may be billed for hours spent conducting client advocacy. Client advocacy activities include (1) accompanying a client to make incident reports (such as in cases of identity theft), (2) wielding a client’s power of attorney to advocate to credit bureaus for the removal of incorrect marks on credit reports, and (3) the escalation of consumer rights violations on credit reports to appropriate attorneys. Additional client advocacy activities not listed must be approved by OFE prior to billing. Maximum allowable rate that may be billed is Base Hourly Rate + 10%.
* Additional costs: Allowable additional costs include NACCC certification, credit reports billed at cost, and ChexAdvisor reports. Any cost not included here must be reviewed and approved by OFE before it may be billed.
* Each contract awarded shall have a cost of living adjustment equal to the Consumer Price Index (CPI) every two years. The amount of adjustment shall further be limited to not more than 3.5% and not less than 0.0% every two years.

A sample invoice template is provided in Appendix A.

The Price proposal will be evaluated by scoring the proposed Base Hourly Rate. The Base Hourly Rate will be scored based on the following formula:

Score = (Lowest Proposed Base Hourly Rate/Proposer’s Base Hourly Rate) x (15 points)

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| --- | --- |
| **Price Proposal** | |
| **REQUIRED: Base Rate** | **$ / Hour** |
| Tenured Coach Rate (Maximum allowable rate = Base Hourly Rate + 5%) | $ / Hour |
| Bilingual/Multilingual Coach Rate (Maximum allowable rate = Base Hourly Rate + 5%) | $ / Hour |
| *Optional* – Client Advocacy Rate (Maximum allowable rate = Base Hourly Rate + 10%) | $ / Hour |