**ATTACHMENT J**

**COST BID**

***Instructions*:**

Provide the firm fixed prices on a not-to-exceed basis (**“Firm Fixed Prices”**) that Service Provider proposes to charge for all Services listed in the table below. The Firm Fixed Prices will be used for evaluation purposes as set forth in the IFB and instructions herein and will be the basis for authorizing work under any resulting Standard Agreement.

1. Provide the Firm Fixed Prices to be charged through the term of the Standard Agreement, if awarded, for each type of Service listed in Table A.
   1. **All Firm Fixed Prices must be f****ully burdened and inclusive of all costs** **payable to Service Provider for the Servicesincluding, but not limited to, Service Provider’s personnel, labor (including costs associated with overtime, weekend, and after-hours work), equipment, expenses, travel-related costs, fees, and overhead and profit.**
   2. All Firm Fixed Prices must be a single price, expressed in dollar values with no more than two decimals (example: $500.00), and not in a range.

**TABLE A: Each type of Service must have a corresponding Firm Fixed Price to be considered a responsive bid. Failure to indicate a Firm Fixed Price for *any* Service listed may be grounds to reject the entire Bid.** A zero-dollar price (e.g., $0.00, $ - , N/A, or blank) listed for any field in Table A will be interpreted and understood by the Judicial Council to mean that the Service Provider is proposing and shall be obligated to perform any Services indicated with such a zero-dollar rate at no cost to the Judicial Council.

The basis of the evaluation shall be a weighted composite price of each of the Services listed in Table A. The weighted composite price will be determined by multiplying the proposed Firm Fixed Price for each Service by the designated weight factor and summing the resulting weighted Firm Fixed Prices. The Responsible Bidder with the lowest weighted composite price will be determined to be the lowest Responsive Cost Bid.

1. Do not change or edit this form.

**TABLE A**

**Service Provider Firm Fixed Pricing**

|  |  |  |
| --- | --- | --- |
| **SERVICES** | **FIRM FIXED PRICE** | **WEIGHT FACTOR** |
| * 1. Recurring Monthly Charge for Call Answering Services for 120 Minutes per Month (or Less) | $ per Month | **70%** |
| * 1. Charge per Minute for Additional Call Answering Services, (121 Minutes or More per Month) | $ per Minute | **20%** |
| * 1. Charge per Day for Call Answering Services on Judicial Council Holidays | $ per Day | **10%** |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Service Provider Name: |  | | | |
| Authorized Representative Signature: | |  | Date: |  |

**END OF ATTACHMENT**