

Grant Development Quote

Client Name	City of Coalinga, California
Client Contact	Sean Brewer, Assistant City Manager
Copy	

Grant Program / Proposal	2021-22 Surface Transportation Block Grant Program (STBG) Regional Bid Application (not a Lifeline application)
Proposal Due	October 1, 2021; due by 12:00 Noon
Project Name (if known)	Resurfacing Project #1 Phelps Avenue Resurfacing Project #2 Citywide Chip and Cape Seal
Date Prepared	August 10, 2021
Grant/Revenue Potential	To be determined
Cost to Prepare Grant Proposal	\$10,950.00
Cost to Prepare Proposal as Percent of Revenue	To be determined
Hourly Rate	\$105 per hour

Activity	Application #1 Hours	Application #2 Hours	Cost
Review Call for Projects, prepare checklist and timeline, and kick-off conference call with client	3	3	\$ 630.00
Develop application and create narrative responses for a highly competitive application	18	22	\$ 4,200.00
Prepare photo pages that align with scoring criteria	5	5	\$ 1,050.00
Prepare financial plan document and circulate for signature (requires a signature)	1.5	1.5	\$ 315.00
Prepare required Council Resolution and help circulate through City Council approval process	1	1	\$ 210.00
Prepare Project Submittal Checklist and circulate for signature (requires a signature)	0.5	0.5	\$ 105.00
Conference calls with client, creating 80% and 100% final proposal, internal strategy and quality control, editing proposal from client review, coordinating print order, collating and mailing final proposal, creating email for client to submit electronic copy of application, mail eight hard copy proposals.	16	16	\$ 3,360.00
SUBTOTAL	45	49	\$ 9,870.00
Direct Costs (charged at cost, no mark-up)			
Reproduction (8 hard copies are required for each application)	\$460	\$460	\$ 920.00
Postage and/or Express Delivery Mail or Courier Services	\$80	\$80	\$ 160.00
SUBTOTAL			\$ 1,080.00
TOTAL			\$ 10,950.00

Work performed by B&A that is outside of the scope of this estimate will be billed at \$105 per hour.

Please see "notes and assumptions."

Notes and Assumptions
1) Local Match of 11.47% is required.
2) This program provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital and intercity passenger projects. These are federal funds and eligible costs include preliminary engineering, ROW acquisition, capital costs, and construction costs.
3) B&A kindly requests a Notice to Proceed by Friday, August 20, 2021.
4) B&A will use to the extent possible descriptions of work from prior phases of funded rehabilitation.
5) City Engineer (Tri-City) is requested to provide basic Site Plan with proposed improvements. City/City Engineer (Tri-City) will provide Engineer's Estimate/quote of probable costs (this is a required document).
6) B&A requests the most recent version of the City's Pavement Management Analysis.

Please note that this quote is an estimate for services based on current conditions and understandings. Many factors often change during the development of a grant application that may or may not increase the amount of labor and materials necessary to perform the services successfully. If during the course of work, B&A believes the work is taking longer than originally estimated, B&A will immediately notify the contract point of contact and either mutually agree to a change order or discuss alternatives. Additionally, B&A only charges for actual work performed. The total cost to perform the tasks may be less than quoted herein.

Signature of Person Approving Costs and Authorizing Notice to Proceed

Date

Printed Name of Authorized Person