
Cost Proposal - Task Sheets

Offeror's Name:	Green Building Research Institute (GBRI)
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Task Sheets. Please add or delete rows for team members and add or delete task tables as needed.

Task 1: Project management- Refining scope, stakeholder management, creating and managing project schedule, communication plan, organize and run meetings, creating teacher and stakeholder accounts for course curriculum, set-Up Online Teacher's Community of Practice for 6-12 Months on GBRI Website			
Labor Costs			
Subcontractor or Team Member Name and/or Job Title	Hourly Rate	Estimated Hours	Evaluated Price (Hourly Rate * Estimated Hours)
Mike Kaleda, Executive Director	\$135	3	\$405
Lonnie Coplen, Senior Director	\$100	3	\$300
Jeslin Varghese	\$100	5	\$500
Felicia Fuller, PM	\$65	10	\$650
Angela Ma, Coordinator	\$50	0	\$0
Helen Cary, Document Controls	\$50	0	\$0
Shafeeq Salman, Webdeveloper	\$50	10	\$500
Total Task Price:			\$2,355

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Task 2: Review current NEEDs curriculum (Energy, Climate and You) for primary, elementary, intermediate and secondary teacher's guide. Utilize current curriculum to develop and design class room training materials. Tailor course materials for respective teacher audiences.			
Labor Costs			
Subcontractor or Team Member Name and/or Job Title	Hourly Rate	Estimated Hours	Evaluated Price (Hourly Rate * Estimated Hours)
Mike Kaleda, Executive Director	\$135	10	\$1,350
Lonnie Coplen, Senior Director	\$100	3	\$300
Jeslin Varghese, Director	\$100	10	\$1,000
Sean O'Brien	\$100	15	\$1,500
Paulina Marinkovic, SME	\$100	15	\$1,500
Mina Agarabi, SME	\$100	15	\$1,500
Marissa Prizio, Content Developer	\$65	120	\$7,800
Additional expenses that are not included in hourly rate			
Description of Expense		Price	
None			
Total Task Price:		\$14,950	

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Task 3: Utilize newly prepared materials to deliver in-person class room training in Rhode Island. 5 days of training with 1 trainer per day with 1 session a day - In total 5 half-day trainings. Lead trainer will utilize the tailored materials to deliver to different teacher audiences.

Labor Costs			
Subcontractor or Team Member Name and/or Job Title	Hourly Rate	Estimated Hours	Evaluated Price (Hourly Rate * Estimated Hours)
Lead Trainer (One of the trainers listed under task 2)	\$100	60	\$6,000
Teaching Assistant	\$65	60	\$3,900
Additional expenses that are not included in hourly rate			
Description of Expense			Price
Materials needed from NEED Kit for classroom demonstration. 5 Sets at \$400 each.			\$2,000
Event Space Rent including set-up, projector and AV equipment- \$500 per day for upto 40 participants x3			\$1,500
NEEDs licensing - 10% of total project cost			\$4,500
Total Task Price:			\$17,900

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Task 4: Utilize newly prepared materials to deliver remote/online live and access to training recordings - In total 5 half-day trainings

Labor Costs			
Subcontractor or Team Member Name and/or Job Title	Hourly Rate	Estimated Hours	Evaluated Price (Hourly Rate * Estimated Hours)
Lead Trainer	\$100	24	\$2,400
Teaching Assistant	\$65	15	\$975
Production Manager	\$65	10	\$650
Additional expenses that are not included in hourly rate			
Description of Expense			Price
Zoom Account for 6 Months -\$149 per year for 100 participants			
Total Task Price:			\$4,025

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Task 5: Develop and implement a marketing and outreach strategy for recruiting teachers to the proposed trainings			
Labor Costs			
Subcontractor or Team Member Name and/or Job Title	Hourly Rate	Estimated Hours	Evaluated Price (Hourly Rate * Estimated Hours)
Sreelekshmi, Marketing manager - 15 hours each for 10	\$65	16	\$1,040
Nandini Sharma, Social media manager - 15 hours each for 10	\$50	16	\$800
Additional expenses that are not included in hourly rate			
Description of Expense		Price	
Total Task Price:		\$1,840	

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Task 6 : Utilize newly prepared materials to deliver stand alone on-demand class room training			
Labor Costs			
Subcontractor or Team Member Name and/or Job Title	Hourly Rate	Estimated Hours	Evaluated Price (Hourly Rate * Estimated Hours)
Teaching Assistant	\$65	2	\$130
Chelsea Vo, Voice Over	\$65	10	\$650
Sally Beth, Voice Over	\$65	10	\$650
Additional expenses that are not included in hourly rate			
Description of Expense			Price
Total Task Price:			\$1,430

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Task 6: Monthly progress reports, KPI reports, End-of-assignment evaluation and report back to the client on lessons learned and suggestions for moving forward.

Labor Costs			
Subcontractor or Team Member Name and/or Job Title	Hourly Rate	Estimated Hours	Evaluated Price (Hourly Rate * Estimated Hours)
Jeslin Varghese	\$100	5.5	\$550
Felicia Fuller, PM	\$65	16	\$1,040
Angela Ma, Coordinator	\$50	16	\$800
Total Task Price:			\$2,390

Cost Proposal - All-Inclusive Price and Signature Page

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GBRI's all-inclusive price includes training for 200 in-person half day trainings, 200 online remote/virtual half-day trainings and 1000 self-paced on-demand trainings. The unit cost for training, given 1400 teachers for half-day sessions (5600 training hours in aggregate) equates to \$20.67 per hour of training.

All-Inclusive Price:	\$44,890
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Signature of Authorized Person

Date

Printed Name, Title