



**DANE COUNTY**  
**DEPARTMENT OF ADMINISTRATION**  
**PURCHASING DIVISION**

**RFP COST PROPOSAL**

Revised 05/2021

**RFP NUMBER: 121081**

**RFP TITLE: Fiscal Services for Covid  
Housing Support**

**RFP DEADLINE: November 12, 2021  
2:00 p.m. (CST)**

**SUBMIT  
PROPOSAL TO: Purchasing Bid Dropbox  
[www.danepurchasing.com](http://www.danepurchasing.com)**

**\*Late, faxed, mailed, hand-delivered or unsigned bids will be rejected\***

## COST PROPOSAL

VENDOR NAME: \_\_\_\_\_

**Pricing shall be inclusive of all labor, delivery costs and other expenses necessary to provide product in accordance with the specifications and terms and conditions of this bid document and your proposal.**

#	Description	Unit Price (\$)
1	<b>New Enrollee Rate</b> – a one-time unit rate billed to the County to reflect extra cost associated with household and related payee set-up. The initial set-up rate additionally covers the first month of rental payment processing for households.	\$  per enrollee
2	<b>Ongoing Program Enrollee Rate</b> - reflects the service unit rate per household paid for ongoing monthly payment administration and reporting following the initial month of enrollment. This unit rate is billable per household per month (not per transaction) and, as such, may cover multiple transactions per household in a month (i.e., rent and utilities).	\$  per household per month