****

**Exhibit E**

**Cost Criteria Form**

The fee proposal should be presented in a table using the following format:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **RFP 101-2020: Auditing Services** | | | | | |
|  |  |  |  |  |  |
| **Audit Fees** | | | | | |
|  | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** |
| **Financial Statement Audit** | $ - | $ - | $ - | $ - | $ - |
| **Employee Savings Trust Audit** | $ - | $ - | $ - | $ - | $ - |
|  |  |  |  |  |  |
| **Hourly Rate for Audit Work Outside RFP Scope** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** |
| Staff Associate | $ - | $ - | $ - | $ - | $ - |
| Senior Associate | $ - | $ - | $ - | $ - | $ - |
| Manager | $ - | $ - | $ - | $ - | $ - |
| Senior Manager | $ - | $ - | $ - | $ - | $ - |
| Partner | $ - | $ - | $ - | $ - | $ - |
|  |  |  |  |  |  |
| **Hourly Rate for Advisory Services Outside RFP Scope** | **Year 1** | **Year 2** | **Year 3** | **Year 4** | **Year 5** |
| Staff Associate | $ - | $ - | $ - | $ - | $ - |
| Senior Associate | $ - | $ - | $ - | $ - | $ - |
| Manager | $ - | $ - | $ - | $ - | $ - |
| Senior Manager | $ - | $ - | $ - | $ - | $ - |
| Partner | $ - | $ - | $ - | $ - | $ - |

In addition to the above, include a schedule of hourly rates by staff level by year that would be billed for any additional services that might be requested within the scope of the contract although not specifically addressed in this RFP. The hourly rate should also include all estimated out-of-pocket expense.