

Project Quote

Client Name	City of Valdez
Client Contact(s)	Nathan Duval, Assistant City Manager
Grant Program	Assistance to Firefighters Grant Program (AFG)
Project Due	December 20, 2024
Project Name	Improving Communication Infrastructure- Purchasing Radios
Date Prepared	November 25, 2024
Project Cost	\$7,250

Activity	
Preparatory work including reviewing guidelines and application materials; developing timeline & checklist; hosting a kick-off conference call with client; attending to follow-up action items from kick-off call; preparing internal e-file system.	
Develop application narrative. Includes 1) Financial Needs 2) Project Description and Budget 3) Cost Benefit 4) Statement of Effect on Operations. <i>Discounted. Using previous application material.</i>	
Develop a Scope of Work. <i>Discounted. Using previous application material.</i>	
Complete forms. Includes 1) SF- 424 2) SF 424A 3) SF- 424B 4) SF-LLL 5) Lobbying Certification Regarding Lobbying	
Conference calls and client coordination. Provide 80% draft and 100% final to client for review. Incorporate up to two sets of written client feedback and comments. Prepare final files for Client's permanent record keeping. Submit application via Grants.gov.	
SUBTOTAL	\$7,250

Direct Costs	
Final Files (link)	\$0
Reproduction for hard copy (not applicable)	\$0
Express Delivery mail or courier services (not applicable)	\$0
SUBTOTAL	\$0

GRAND TOTAL	\$7,250
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Quote Prepared By:
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Notes and Assumptions

- 1) To best serve you, B&A has reserved staff time for this project until the response date requested in the transmittal e-mail.
- 2) Total Funding: \$291.6M.

By signing this quote, the Client agrees to:

- Provide requested information prior to stipulated deadline, dates to be jointly agreed upon and incorporated into the Timeline and Checklist.
- Attend all scheduled calls and be available for ad-hoc calls, as needed.
- Respond to inquiries from the B&A team within one business day.
- Assign a person to be B&A's main point of contact throughout the duration of the project.

Please note that this quote is fixed fee for service based on current conditions and understandings. Many factors may change during the development of a project, including Client requests, that may increase the amount of work required to successfully perform services. During the course of work, if there is a material change in scope, B&A will notify the point of contact and mutually agree to a change order or discuss alternatives.

Signature Approving Costs and Authorizing Notice to Proceed

Date

Printed Name