****

**Exhibit B**

**Cost Criteria Form**

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

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Cost Data Worksheet** | |  |  |  |  |  |
| **Music City Center A/V Maintenance** | | | |  |  |  |
| **Annual Cost** | |  |  |  |  |  |
|  | Annual Preventative Maintenance |  |  |  |  |  |
| **Hourly Rates** | |  |  |  |  |  |
|  | General Labor Rate |  |  |  |  |  |
|  | Professional Labor Rate |  |  |  |  |  |
|  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| **Company Cost Structure For: (Describe Company Policies)** | |
| Subcontractor Labor |  |
| Parts |  |
| Equipment Rental Fees |  |
| Shipping and Handling Fees |  |
| Re-stocking Fees |  |

Please complete this form in its entirety. If a certain cost section does not apply for your company, note that as N/A rather than leaving the section blank.

Failure to follow these instructions could disqualify your company in the evaluation to award.