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WV PURCHASING  
DIVISION

July 23, 2025



# State of West Virginia Office of the Governor

Cost proposal in response to CRFP 0100 GOV2600000001 for  
performance evaluation audit services

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A handwritten signature in black ink, appearing to read "Chris Kalafatis", written on a white rectangular background.

# REQUEST FOR PROPOSAL

## OFFICE OF THE GOVERNOR-PERFORMANCE EVALUATION AUDIT CRFP GOV2500000

**Attachment A: Cost Sheet Firm Fixed Cost:** The Agency expects a firm fixed price for the Organizational Assessment and Performance Evaluation as described in 4.2 Goals and Approach and 4.3 Goals and Objectives. The vendor should complete the cost sheet below by providing a cost for each item listed. Total cost should be the sum of all item costs and will be considered the firm fixed price for completion of the services.

Performance Assessment and Management Consulting Services Site No 1	
Item	Cost
4.2.1.1 Assessment	\$ \$360,000
4.2.1.2 Recommendations/ Final Report	\$ \$40,000
<b><u>Performance Assessment and Recommendations Services Total</u></b>	\$ \$400,000
Performance Assessment and Management Consulting Services Site No 2	
Item	Cost
4.2.1.1 Assessment	\$ \$385,000
4.2.1.2 Recommendations/ Final Report	\$ \$40,000
<b><u>Performance Assessment and Recommendations Services Total</u></b>	\$ \$425,000
Performance Assessment and Management Consulting Services Site No 3	
Item	Cost
4.2.1.1 Assessment	\$ \$335,000
4.2.1.2 Recommendations/ Final Report	\$ \$40,000
<b><u>Performance Assessment and Recommendations Services Total</u></b>	\$ \$375,000

Site 1 - Department of Human Services  
Site 2 - Department of Homeland Security  
Site 3 - Department of Transportation

# REQUEST FOR PROPOSAL

## OFFICE OF THE GOVERNOR-PERFORMANCE EVALUATION AUDIT

### CRFP GOV2500000

**Additional/Optional Services:** As described in 4.2.1.4 **Additional/Optional Services**, it may be necessary to analyze additional goals and objectives related to the strategic assessment and management consulting services provided. The Vendor should complete the cost sheet below by providing hourly rates for the positions listed. A total for each position should be provided by multiplying the hour rate by the hours and a grand total should be provided by summing the totals for each position. These rates are provided for the purposes of unit pricing in the event the additional/optional services are utilized in the future, at the discretion of the Agency. They do not obligate, or guarantee spend.

Additional/Optional Services:			
Staffing Qualification Role	Hourly Rate	Hours*	Total (Hourly Rate X Hours)
Principal/Executive Consultant	\$400	50	\$ 20,000
Program Manager	\$250	200	\$ 50,000
Performance Analyst/Program Evaluator	\$210	200	\$ 42,000
Financial / Budget Subject Matter Expert	\$370	100	\$ 37,000
Organizational Development/Business Transformation Subject Matter Expert	\$370	75	\$ 27,750
Business Process Analyst	\$175	75	\$ 13,125
Technology Consultant	\$210	75	\$ 15,750
Stakeholder Engagement Coordinator	\$175	75	\$ 13,125
Compliance and Risk Analyst	\$175	75	\$ 13,125
Program and Administrative Support Staff	\$150	75	\$ 13,125
<b>Additional/Optional Services Total**:</b>			<b>\$ 245,000</b>

\*Hours are provided for purposes of cost evaluation and do not obligate, or guarantee spend.

\*\*Additional/Optional Services Total is calculated for purposes of cost evaluation and does not obligate, or guarantee spend.

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**REQUEST FOR PROPOSAL**  
**OFFICE OF THE GOVERNOR—PERFORMANCE EVALUATION AUDIT**  
**CRFP GOV2500000**

Grand Total Cost	
	Grand Total Cost
Performance Assessment & Consulting Services Total + Additional/Optional Services Total** Cost	\$ <b>\$1,200,000</b>

**Attachment A: Cost Sheet Continued**

\*\*Additional/Optional Services Total is calculated for purposes of cost evaluation and does not obligate, or guarantee spend.