ATTACHMENT A – FINANCIAL PROPOSAL FORM

For Executive Search Services

# Instructions

In the blank below, state a single percentage fee proposal for the Offeror to perform the Search for a Director candidate to fill the current Director’s position vacancy in the Agency as described in the Statement of Work, and, if for any reason the Director leaves the employment of DHS within six months of the Director’s start date with DHS, a one-time additional executive search for a replacement Director will be required at no additional cost to DHS. Except for certain travel expenses specifically described in Section C, the percentage fee proposed below shall include all of Offeror’s expenses.

1. Complete contact information

# Price Table

Fixed Percentage of      % of the starting base salary, excluding benefits and bonus, of the Director.

|  |  |  |
| --- | --- | --- |
| A  Fixed Percentage | B  Base State Salary | C  Estimated Fee  A x B = C |
|  | $125,491 |  |

OFFEROR NAME TITLE

STREET ADDRESS

CITY STATE ZIP CODE

OFFICE PHONE NUMBER FAX NUMBER

EMAIL ADDRESS FEDERAL IDENTIFICATION NUMBER

SIGNATURE (Person Authorized to bind Contract)