

## **PRICING FORM**

### **OPERATIONS AND MAINTENANCE SERVICES**

\_\_\_\_\_ (“Proposer”), as an integral part of its Proposal in response to that certain RFP for Operations and Maintenance Services issued by Houston First Corporation (“HFC”) on September 18, 2026, offers to provide services for HFC at its facilities based on the following:

#### **Section 1. Management Fee**

To be considered responsive, propose a Management Fee for the services. As stated in the RFP, totals stated must be inclusive of all amounts due and payable for the services (e.g., administrative costs or fees, overhead, finance and accounting services of any kind or type, processing fees, insurance, rent, office supplies, office furniture and equipment, personnel certifications/licenses, personnel training, travel, attorneys’ fees, litigation expenses, and applicable taxes), save and except Labor Rates, Reimbursable Expenses, and payments pursuant to one or more Task Orders.

Proposed Management Fee (Total for 2027): \$\_\_\_\_\_

Annual percent of increase, if any, for 2028-2032: \_\_\_\_\_%

#### **Section 2. Management Fee Alternatives (Optional)**

HFC encourages Proposers to suggest one or more alternatives to the payment of Management Fees and/or Labor Rates. Proposers could recommend, by way of example and not limitation, fixed fees for management and labor including/excluding expenses, defined performance incentives with corresponding amounts/percentages, and other means of reducing or eliminating the Management Fee structure.

Proposer alternatives favored or accepted by HFC will be incorporated into the resulting agreement in the manner and extent determined by HFC to be in its best interests.

Proposers should provide detail regarding such alternatives, if any, in an attachment following this form.

#### **Section 3. Corporate Sponsorship and Added Value (Optional)**

In addition to the foregoing, HFC recognizes that Proposers may wish HFC to consider specific added value measures, such as corporate sponsorships/advertising, capital investments, in-kind products/services, customer/community engagement activations, and other similar commercial opportunities.

Proposers are asked to detail any such added value measures, including associated/potential costs, clearly and unambiguously, in an attachment following this form.

#### **Section 4. Labor Charges (Salaried Employees)**

Proposer proposes the following Labor Charges for its salaried employees, including all Fringe Benefits, for services to be provided by the Project Manager and an Operating Manager:

Project Manager Annual Salary (Total for 2027): \$\_\_\_\_\_

Annual percent of increase, if any, for 2028-2032: \_\_\_\_\_%

Operating Manager Annual Salary (Total for 2027): \$\_\_\_\_\_

Annual percent of increase, if any, for 2028-2032: \_\_\_\_\_%

How many Operating Managers does the Proposer recommend? \_\_\_\_\_

(Proposers may propose additional salaried positions by providing the same information, along with the title of a description of the position, in an attachment following this form.)

**Section 5. Labor Charges (Hourly Employees)**

For each hourly employee position, Proposers must provide the following information (for any other positions proposed, Proposers are to provide the same information in an attachment following this form):

|                                                    |             |   |
|----------------------------------------------------|-------------|---|
| Position:                                          | Electrician |   |
| Hourly Rate (for 2027):                            | \$          |   |
| Fringe Benefits (for 2027):                        | \$          |   |
| Annual percent of increase, if any, for 2028-2035: |             | % |

|                                                    |         |   |
|----------------------------------------------------|---------|---|
| Position:                                          | Plumber |   |
| Hourly Rate (for 2027):                            | \$      |   |
| Fringe Benefits (for 2027):                        | \$      |   |
| Annual percent of increase, if any, for 2028-2035: |         | % |

|                                                    |         |   |
|----------------------------------------------------|---------|---|
| Position:                                          | Painter |   |
| Hourly Rate (for 2027):                            | \$      |   |
| Fringe Benefits (for 2027):                        | \$      |   |
| Annual percent of increase, if any, for 2028-2035: |         | % |

|                                                    |                 |   |
|----------------------------------------------------|-----------------|---|
| Position:                                          | HVAC Technician |   |
| Hourly Rate (for 2027):                            | \$              |   |
| Fringe Benefits (for 2027):                        | \$              |   |
| Annual percent of increase, if any, for 2028-2035: |                 | % |

|                                                    |                     |    |
|----------------------------------------------------|---------------------|----|
| Position:                                          | Fountain Technician |    |
| Hourly Rate (for 2027):                            |                     | \$ |
| Fringe Benefits (for 2027):                        |                     | \$ |
| Annual percent of increase, if any, for 2028-2035: |                     | %  |

|                                                    |                        |    |
|----------------------------------------------------|------------------------|----|
| Position:                                          | Maintenance Supervisor |    |
| Hourly Rate (for 2027):                            |                        | \$ |
| Fringe Benefits (for 2027):                        |                        | \$ |
| Annual percent of increase, if any, for 2028-2035: |                        | %  |

Any overtime (1.5x) must be prior approved by HFC.

**Section 6. Labor Charges (Subcontractors)**

In an attachment following this form, Proposers are to identify any trades/positions they intend to subcontract and provide fixed hourly rates, inclusive of Fringe Benefits, in the following format:

|                                                    |  |    |
|----------------------------------------------------|--|----|
| Position:                                          |  |    |
| Hourly Rate (for 2027):                            |  | \$ |
| Fringe Benefits (for 2027):                        |  | \$ |
| Annual percent of increase, if any, for 2028-2035: |  | %  |

As stated in the RFP, Proposer acknowledges and agrees the HFC cannot and shall not guarantee any minimum number of positions or service hours, as requirements will fluctuate due to events, seasons, and a host of other variable, known and unknown.