

Proposal in Response to City of Ann Arbor RFP #25-23:

Circular Economy Action Plan Consulting

D. FEE PROPOSAL

Proposal Submitted to:

City of Ann Arbor
c/o Customer Service
301 East Huron Street
Ann Arbor, MI 48104

Proposal Submitted by:

Kittali Weidner LLC
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Date of Submission: May 29, 2025

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*As required by Section III of the RFP, this document, the fee proposal is submitted in a separate sealed envelope clearly marked "Fee Proposal".

D. Fee Proposal

Our separate Fee Proposal is based on the preceding Work Plan and deliverables described in the proposal document and a consecutive schedule of a 21-week project duration. Our proposed fee is designed to be competitive while reflecting the level of expertise and effort required to deliver a high-quality, impactful Circular Economy Action Plan for the City of Ann Arbor. Our proposed fees for both the base scope of work and any Optional Implementation Accelerators are directly contingent upon the mutually agreed-upon scope of services and associated deliverables.

Base Scope Lump Sum Fees including travel and other expenses

For the **base scope** outlined in this proposal, the fee reflects the comprehensive activities and deliverables detailed in Phases 1, 2, and 3. Any requests for work or deliverables beyond this explicitly defined scope will necessitate a formal change request, allowing for a collaborative review and adjustment of the scope and associated fees. This proposed fee of \$99,500 is highly competitive and represents approximately 1.5 Principal level Full-Time Equivalents (FTEs) over the 21-week project duration. This investment ensures dedicated leadership and sufficient capacity from top-tier expertise to deliver a comprehensive and actionable Circular Economy Plan for the City of Ann Arbor.

Activity	Fees
Phase 1: Business & Institutional Engagement Strategy	\$17,500
Phase 2: Business & Institutional Engagement Report	\$37,500
Phase 3: Circular Economy Action Plan	\$44,500
Total Base Scope Fees	\$99,500

Invoice Schedule for Base Scope

Invoicing will be monthly based on percent complete. Overall percentage completion by phase:

Activity	Percentage completion
Phase 1: Business & Institutional Engagement Strategy	20%
Phase 2: Business & Institutional Engagement Report	60%
Phase 3: Circular Economy Action Plan	100%

Optional Implementation Accelerators: Driving Action and Adoption Beyond the Plan

For the Optional Implementation Accelerators, the fee ranges provided for the Optional Implementation Accelerators are initial estimations, intended to offer a preliminary understanding of what the execution phase could entail. A definitive fee for any selected accelerator will be established only after a dedicated session to define the precise scope of services, deliverables, timeline, and level of effort required, ensuring clear understanding and mutual alignment before proceeding.

Optional Implementation Accelerator	Estimated Fee Range
Optional Implementation Accelerator A Enhanced Community Outreach and Education Campaign	\$25,000 - \$50,000
Optional Implementation Accelerator B Circular Economy Business Accelerator (Pilot Program)	\$50,000 - \$75,000
Optional Implementation Accelerator C Technology Solution Evaluation & Selection to Support Circular Metrics & Implementation	\$50,000 - \$75,000
Optional Implementation Accelerator D Policy and Ordinance Development Package	\$75,000 - \$150,000
Optional Implementation Accelerator E Pilot Project Implementation Support	\$50,000 - \$75,000
Optional Implementation Accelerator F Material Flow Analysis	\$100,000+

Any additional ad hoc services not listed in the above proposal can be delivered at a \$250 average hourly rate upon written approval in advance and mutual alignment before proceeding.

E. Authorized Negotiator

The authorized negotiator for our team is:

Sushma Kittali-Weidner

Contact Phone Number: 734-263-0811

Contact Email Address: sushma@kittaliweidner.com

Sushma is authorized to negotiate the agreement with the City.

We are excited about the possibility of partnering with the City of Ann Arbor on this important initiative and are confident that our team possesses the requisite experience, expertise, and approach to successfully develop a comprehensive and impactful Circular Economy Action Plan that meets the aims of the A2ZERO climate plan and the community.