**Cost Proposal Narrative**

The Respondent should provide a brief narrative (not longer than two pages) in support of each Cost Proposal item.  The narrative should be focused on clarifying how the proposed prices correspond directly to the Respondent's Technical Proposal.  For example, evaluators will expect detailed explanation of *Maintenance and Support* to correspond to *Maintenance and Support items* if described in the Technical Proposal. **Please compose and return this document in a PDF format, labeled as “Cost Proposal Narrative”.**

* **Arrow response:** As indicated to Teresa via email, the items we bid on this document listed in “lbs” we did a short explanation of the estimation of our tote & drum weights. This will not be perfect since we measure in gallons, but it should be very close. Based off your estimated usage for the year, I totaled the number of drums or totes you would need and put that in total spend category. The price of the drum or tote is the important part, and please let me know if you have any questions about this because it should be priced very competitively for you. In addition, we can private label any of the packaged goods that you would want and I’ve already worked with Mike Jones on a few projects. We can be flexible to ship you products in various sizes (you can do 5 gal pail, drums, totes, etc) and we can also tweak formulas or custom blend any product you’d like over the entirety of this contract. Please ask Jim M, Mark Eaker, Remington L, Scott S or any other contacts for references about the quality of our product, the short lead times, and the customer service and support that I have provided over the last 2 years. I trust they will be happy to talk about IDOC/Arrow’s partnership and we would love to extended it to these products!

**Cost Assumptions, Conditions and Constraints**

The Respondent should list and describe as part of its Cost Proposal any special cost assumptions, conditions, and/or constraints relative to, or which impact, the prices presented on the Cost Schedules.  It is of particular importance to describe any assumptions made by the Respondent in the development of the Respondent's Technical Proposal that have a material impact on price.  It is in the best interest of the Respondent to make explicit the assumptions, conditions, and/or constraints that underlie the values presented on the Cost Schedules. Assumptions, conditions, or constraints that conflict with the solicitation requirements is not acceptable. **Please compose and return this document in a PDF format, labeled as “Cost Assumptions, Conditions and Constraints”.**

* **Arrow response:** the only thing that would alter your price structure is if your team adds any products during the entirety of this bid or if you change the size in which you desire it. For instance, if you are buying totes of floor finish and you decide you want drums, our cost would likely come down just a tad because the cost of an empty drum is slightly lower than an empty tote. We would make adjustments and pass along any price savings accordingly to your team!