

Cost Benefit Analysis Documentation

As required by La. R.S. 39:1623(B)

Contractor Name: _____

Brief Description of the Proposed Contract Services:

1. Can LDH staff perform the proposed services? Yes No
2. If the answer to question 1 was yes, why are the services being contracted out?
3. Can another state agency provide these services? Yes No
4. If the answer to either question 1 or question 3 was yes, provide an analysis justifying why obtaining these services from the private sector is more cost effective than by utilizing Departmental staff or by another governmental agency.

Description	State Employee	Contractor	Savings
Base Salary			
Payroll Additive Rate			
Adjusted Salary			
Hours per Week			
Weekly Salary			
Total Contract Weeks			
Total Direct Labor Cost			
Other Cost (Described Below)			
Total Cost			

5. What is the average cost of these services in the private sector?
6. Are the charges under the proposed contract reasonable? Yes No

I hereby certify that the evidence presented above has been conducted for the reference proposed contract. This analysis indicates that obtaining such services from the private sector is more cost effective than providing such services by LDH staff or by another state agency.

(Signature of Project Manager)

(Date)