

THE TEXAS A&M UNIVERSITY SYSTEM
CONTRACT WORKFORCE
COST/BENEFIT ANALYSIS

Department _____

Date _____

Description of Proposed Contract Workforce Services: _____

Compatibility of Proposed Contracted Services with Departmental Mission,
Goals and Objectives, Productivity and Workload: _____

Expected Time Frame for Services: _____

Estimated Cost of Contracted Services: \$ _____

Estimated Cost of Providing Services Internally:

Personnel - Salaries/Wages \$ _____

Benefits _____

Training Costs (including travel) _____

Supplies/Equipment needs _____

Other costs _____

Estimated Cost of Internally Provided Services: \$ _____

Summary of Analysis/Justification for Utilizing Contract Workforce: _____

Prepared by: _____

Approved by: _____