REQUEST FOR PROPOSAL
RFP NO. 20-0018-1
PROPOSAL COST FORM

I have read and understand the requirements of this proposal, RFP #20-0018-1, and agree to provide the required services in accordance with this proposal, and all other attachments, exhibits, etc. The proposed cost shall include all labor, materials, equipment and freight to provide the services as outlined including any travel or per diem expenses and any other miscellaneous expenses involved.

ALL PROPOSERS MUST BE REGISTERED VENDORS ON THE COUNTY'S WEBSITE. PLEASE REGISTER AT www.purchasing.chathamcounty.org

CAD/RMS/Business Intelligence System

Cost Proposal Instructions

1. The Cost Proposal shall be delivered in a separate sealed envelope and electronic file as described in the RFP
2. The Proposer must submit a cost proposal fully supporting the pricing data adequate to establish the reasonableness of the proposed fee.
3. Proposer's are encouraged to provide information that explains the Cost Proposal line items
4. The Proposer shall ensure the proposed core system is clearly identified and included on the Cost Proposal worksheet
5. Separate from the total cost of the proposed core system, the Proposer shall identify all optional costs via independent line items
6. Proposer's shall categorize all items as applicable of their proposed system
7. All initial and recurring costs shall be included in the Cost Proposal. Provide all applicable costs such as:
    a. Shipping
    b. Insurance
    c. Warranty
    d. Data conversion
    e. Legacy data solution (e.g., Data Conversion, Warehousing and Archiving Legacy Data Plan
    f. System Discounts
    g. Escrow
    h. Other relevant costs to be determined by the Proposer
8. Software Maintenance - Please show detailed annual costs for a total of five years for the proposed system in yearly increments and/or by multi-year package if applicable
9. The Proposer must provide:

a. Payment schedule based upon deliverables or milestones. Failure to provide payment schedule by milestone may render the Cost Proposal non-responsive
b. Cost of licenses and average annual percentage increase and what is covered under license agreement
c. Costs for Integrated CAD/RMS shall be broken out as shown and FRMS shall also be provided as a standalone cost in case the County decides to purchase an FMRS separately. All associated costs – maintenance, implementation, training shall also be broken out.
d. Cost of maintenance and average annual percentage increase and what is covered under maintenance agreement. Maintenance should specifically address system upgrades.
e. Hardware Maintenance - Please show annual costs for five years for all hardware

I have read and understand the requirements of this proposal, RFP #20-0018-1, and agree to furnish a CAD/RMS/BI System for Chatham County per the requirements in the RFP for the following amounts.

The costs reflect a complete turnkey solution. Please provide detail of unit prices as an attachment. Describe hardware and software maintenance and upgrades and service plans.

FIRM NAME:

PROPOSER:

SIGNATURE:

ADDRESS:

CITY/STATE/ZIP:

TELEPHONE:

FAX NUMBER:

E-MAIL:

CORE SYSTEM COST STRUCTURE

Provide a comprehensive cost proposal that covers all costs associated with successful implementation of the system and services required of this RFP and recurring annual costs. Breakdown all costs from Year 1 through Year 5.

PART I - PROJECT COST (Year One [1] of the Contract):   Please use N/A if not applicable

	Integrated CAD/LRMS	FRMS	Business Intelligence/Analytics
Software licenses *			
Integration Services			
Hardware			
Implementation			
Training			
Maintenance Year 1 **			
Interface costs			
Other costs			

*Describe licensing terms and conditions (e.g., base application, configuration, licenses, etc.) and marginal cost of additional users.

*List/breakdown number of end users or site licenses above fee is based on.

** Describe when maintenance begins and what is included. Provide detail and advise whether upgrades are included in Maintenance costs.

Provide additional detail as follows:

Software System Integration Service Costs $ _____

Describe project management and installation. Identify and include any year one maintenance fees, if any.

Hardware Costs $ _____

Describe equipment (e.g., servers, workstations, routers, etc.)

Interface Costs $ _____

      Describe interface costs as listed in the RFP.

Training Costs $ _____

      Specify costs for on-site, online or internet facilitated training. (e.g., System Administrations, Train-the-Trainer, etc.)

Data Conversion Costs $ _____

      Describe all data conversion costs.

Other Costs $ _____

      Describe any additional costs not listed in a Cost Proposal category.

Warranty, Maintenance and Support Costs $ _____

      Describe user support available and associated fees if not included in software maintenance.

<u>Total Annual Costs – Core System</u> $ _____

PART II - COST PROPOSAL SUMMARY

    A. **Total project cost for year one** including implementation, maintenance and all service fees.

                         $ _____

    B. **Total project cost for years two (2) through five (5),** including any inflationary adjustments.

Year 2: $ _____

Year 3 $ _____

Year 4: $ _____

Year 5: $ _____

                            TOTAL: $ _____

                  GRAND TOTAL (Items A-B): $ _____

Optional Costs: Please provide detail of any optional costs along with related cost such as license fees, maintenance, hardware, implementation and training.