

# Attachment B – Cost Proposal and Supplier Information

## PROJECT COST PROPOSAL

### CRITICAL INDIVIDUAL COMPONENTS

Name of Supplier:

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Name of Critical Individual 1:

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Name of Critical Individual 2:

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Name of Critical Individual 3:

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### General Instructions

- I. The list of items on each of the provided worksheets is not inclusive. If additional cost related items can be added to convey additional project costs, expand list as needed. No areas on the provided worksheets are to be left blank. If information for a specific item is not applicable, then insert “n/a” in that area.
  
- II. “Initial Year” is for “initial” or “one-time” costs incurred during the initial year of project and will not be costs in ongoing or future years for the life of the project. **“COTS Base Product”** is considered the commercially available product “out-of-the-box”, free of any customization or customer modifications. **“Licensing Structure”** needs to show software costs specifically related to the “COTS Base Product”. Use the **“Additional Notes”** section for narrative explanation. **“Interfaces”** are for all software interfaces required to electronically connect existing OTC automated sources to the COTS Base Product. “Testing” would include costs for any software tools needed to support software testing of any kind. “Customization” costs are only “if” the OFPR approves any changes or modifications to the COTS Base Product. If needed, please provide separately the customization cost structure/model and carry total to this worksheet. **“Implementation”** refers to the costs associated with deployment of all software in support of implementation of the COTS-ITS solution. **“Configuration”** is costs associated with adjusting and administering the COTS-ITS and supporting software. **“Documentation”** is the cost for any software materials in either electronic (soft) or physical (hard) copies. **“Third Party Software”** involves costs associated with any third party software used to successfully implement the COTS-ITS solution. **“Support & Maintenance”** are costs associated with all software used in the COTS-ITS project. “Support” is help calls, service calls, on-site support, etc. **“Maintenance”** is upgrades, patches, add-ons, etc. **“Warranty Period”** is costs associated with warranties or guarantees for software purchased, used, and needed, for the COTS-ITS project. **“Post-Warranty”** is costs associated with maintaining the same level of service and support during warranty period. **“Other Software Costs”** is for any additional software related costs not identified in the

III. worksheet. Supplier is required to provide details. Supplier can expand worksheet as needed and use the “Additional Notes” for narratives. Provide a separate statement of Migration Software Costs if the supplier is required to produce all or most data extracts from existing OFPR systems for the purpose of data migration.

**IV. Implementation –Cost-Fixed Rate**

Pricing Detail	Cost/Fixed Rate	Notes
COTS Base Product		
Licensing Structure		
External Interfaces		
Internal Interfaces		
Testing		
Customization		
Implementation		
Configuration		
Documentation		
Third Party Software		
Purchasing		
- Licensing		
- Support		
Support & Maintenance		
Training		
- Warranty Period		
- Post-Warranty		

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**VI. Post Implementation Costs-Fixed Rate**

<u>Optional renewal years</u>	<u>Service Description i.e.</u> <u>Maintenance/support/training</u>	<u>Fixed Rate</u>	<u>Notes</u>
Optional Renewal - Year One			
Optional Renewal - Year Two			
Optional Renewal - Year Three			
Optional Renewal - Year Four			

**VII. Total Project Costs** \_\_\_\_\_