

**ATTACHMENT B
COST PROPOSAL
RFP # 20383**

Bidder Name: _____

SaaS Pricing

It must be understood that some items described in this RFP may require configuration and/or custom development; however, it is the expectation of the Department that any proposed solution will be substantially commercial-off-the-shelf (COTS).

A. Solution Deliverable Requirements

The Bidder must complete the table below. In order to complete, the bidder must:

- Provide a “Response Code” of M, MC or C based on the descriptions below in the Solutions Requirement Table.
 - **M** - Meets requirement out of box (with minimal configuration, e.g., adding values to a text box or drop-down menu via an administration interface)- no additional cost.
 - **MC** - Meets requirement with configuration (e.g., designing a new form or screen through an administration interface)- Minimal cost
 - **C**- Meets requirement, but customization required (creating new code is required)- Extensive labor and cost
- Provide one (1) bid price for each deliverable listed in the table below in the column labeled “RFP Section”. Such price must be an all-inclusive cost related to furnishing all of the said services, including but not limited to any costs to configure or customize as well as travel, materials, equipment, overhead, meetings, reporting, analysis, and any other costs required to complete the services detailed in Section 4.0, Scope of Work to the satisfaction of the Department of Health.

If the Bidder’s entry to the “Response Code” column requires explanation or clarification, bidders should provide those in the “Comments” column.

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Solutions Requirement Table:

RFP Section	Deliverables Section Title	Response Code (M, MC, C)	Deliverable Price including any customization/configuration	Comments, if needed
4.1.1	Data Repository			
4.1.2	Business Contact Logging			
4.1.3	Workflow Process Management			
4.1.3B	Workflow Process Management Forms			
4.1.5	Contractor and Solution Performance Metrics			
4.1.6	Implementation Plan			
4.2.1	Project Management			
4.3.1	Reporting Tools			
4.4.1	Web-Portal Interface			
4.4.2	User Accounts/Permission Groups			
4.4.3	History Log			
4.4.4	Business Continuity			
4.4.5	Technology/Security			
4.6	Transition			
			Total \$ _____	

B. On-going Expenses

The Bidder must provide a bid rate for the following deliverables listed in the table below:

- An all-inclusive hourly rate for Training, such rate must include all costs related to furnishing all of the said services, including but not limited to any costs to configure or customize as well as travel, materials, equipment, overhead, meetings, reporting, analysis.
- Bidder must provide one (1) all-inclusive hourly rate for any and all staff working on Solution Enhancements and/or Change Requests. Such rate must include all costs related to furnishing all of the said services, including but not limited to travel, materials, equipment, overhead, meetings, reporting, analysis.
- An annual price for maintenance and hosting.

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Ongoing Expenses Table:

RFP Section	Deliverable	Estimated Quantity*	Unit	Bid Price	Total Price
4.1.4	Training	300	Hours		
4.4.6	Solution Enhancements/Change Requests	1,000	Hours		
4.4.7	Maintenance & Hosting	1	Annually		
					Total \$ _____

*Quantities are only estimated and may fluctuate. Actual Quantities may be higher or lower than estimated. Contractor will only be reimbursed for actual Quantities used, not to exceed the quantities agreed upon.

The contractor will not be reimbursed for any costs outside of the prices provided in their cost proposal., Payment for each deliverable listed below will be made based upon department acceptance of the deliverable as being fully functional and able to “go live” as described in Sections 4.0, Scope of Work and 4.7, Payment.

SaaS Pricing	Total Price
Solutions Requirement Table	
On-going Expenses Table	
	Total \$ _____

By signing this Cost Proposal Form, bidder agrees that the prices above are binding for 365 days from the proposal due date.

 Signature Date

 Print Name Title