# SECTION VIII

## REVISED COST INFORMATION SUBMISSION

Vendors must propose a summary of all applicable project costs in the matrix that follows. The matrix must be supplemented by a cost itemization fully detailing the basis of each cost category. The level of detail must address the following elements as applicable: item, description, quantity, retail, discount, extension, and deliverable. Any cost not listed in this section may result in the Vendor providing those products or services at no charge to the State or face disqualification.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Description** | **Quantity** | **Unit Cost** | **15% Retainage** | **Extended Cost** |
| Implementation Services (fully loaded with travel, subsistence and associated per diem costs) Break out costs by: |  |  |  |  |
| Pre-installation (Requirements Analysis, System Design, and other related costs) |  | $ | $ | $ |
| Database Conversion |  | $ | $ | $ |
| Training/Knowledge Transfer Costs: |  |  |  |  |
| Internal-User Training (10) |  | $ | $ | $ |
| Administrator Training – system controls, security, configuration (1-4) |  | $ | $ | $ |
| Travel Costs |  | $ | $ | $ |
| System Set-up Costs |  | $ | $ | $ |
| Other Costs (specify) |  | $ | $ | $ |
| **Implementation Costs Total** |  | $ | $ | $ |
|  |  |  |  |  |

| **Annual Costs** | | |
| --- | --- | --- |
| Annual Subscription and Hosting Fees (including maintenance/support costs for 6 years) | Combined Subscription and Hosting Fees |  |
| Year 1 |  | $ |
| Year 2 |  | $ |
| Year 3 |  | $ |
| Year 4 |  | $ |
| Year 5 |  | $ |
| Year 6 |  | $ |
| Miscellaneous Costs (must specify) |  | $ |
| **Total Subscription and Hosting:** |  | $ |
| **GRAND TOTAL (Implementation and Subscription/Hosting):** |  | $ |
|  |  |  |
| If Change Order Rate varies depending on the level of support, Vendor should specify the Change Order Rate according to position. |  |  |
| Fully-loaded Change Order Rate | $ | $ |