Section I – Title Page

Part II – Cost Propsal	
RFP Title:	Grant Management System
RFP:	3474
Vendor Name:	StreamLink Software
Address:	812 Huron Rd. E., Suite 550 Cleveland, Ohio 44115
Opening Date:	July 31, 2017
Opening Time:	2:00 PM

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Request for Proposal 3474 - Grant Management System

COST PROPOSAL INSTRUCTIONS

Contents of the cost proposal shall be as follows:

1. Tab I - Title Page

The title page shall include the following:

A. Cost Proposal for: ***Grant Management System***

B. RFP: 3474

C. Proposer Information:
Name: StreamLink Software
Address: 812 Huron Road E., Suite 550, Cleveland, OH 44115

D. Proposal opening date: 2-Aug-17

E. Proposal opening time: ***2:00 PM***

2. Tab II - Cost Proposal

A. Cost proposal shall be in the format identified in ***Section 6, Project Costs***.

C. Proposers shall provide one (1) PDF Cost Proposal file.

6.1 COST SCHEDULES

The cost for each deliverable shall be complete and include all expenses, including travel, per diem and out-of-pocket expenses as well as administrative and/or overhead expenses. Detailed backup shall be provided for all cost schedules completed.

6.1.1 Detailed Deliverable Cost Schedule

The schedules have been set-up so that the sub-total from each deliverable cost schedule will automatically be transferred to ***Section 6.1.7, Summary Schedule of Project Costs.*** However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred prior to submitting their cost proposal.

Deliverable Number		Description of Deliverable	Activity Number	Cost
4.4	**Planning and Administration Deliverables**			
	4.4.3.1	Detailed Project Plan		$0.00
	4.4.3.2	Attendance at all scheduled meetings		$0.00
	4.4.3.3	Written semi-montly project status report		$0.00
	4.4.3.4	Communication Plan		$0.00
	4.4.3.5	Risk Management Plan		$0.00
	4.4.3.6	Quality Assurance Plan		$0.00
	4.4.3.7	Knowledge Transfer Plan		$0.00
	4.4.3.8	Post Implementation Evaluation Review		$0.00
		Subtotal for 4.4 - Planning and Administration		***$0.00***
4.5	**Change Management Plan**			
	4.5.3.1	Appropriate information gatherd for next step to begin		$0.00
	4.5.3.2	Processes shall be documented		$0.00
	4.5.3.3	Optimization of capabilities		$0.00
	4.5.3.4	Determine if increased funding is needed		$0.00
	4.5.3.5	Adoption of any necessary revisions and acceptance		$0.00
		Subtotal for 4.5 - Change Management Plan		***$0.00***
4.6	**Pre-Award Setup**			

Deliverable Number		Description of Deliverable	Activity Number	Cost
	4.6.3.1	All users identified and documented		$0.00
	4.6.3.2	Complete profiles		$0.00
	4.6.3.3	Increase funding in necessary		$0.00
	4.6.3.4	All users master process		$0.00
	4.6.3.5	Adoption of any necessary revisions and acceptance		$0.00
		Subtotal for 4.6 - Pre-Award Setup		***$0.00***
4.7	**Post-Award Setup**			
	4.7.3.1	Complete inventory of grant awards		$0.00
	4.7.3.2	Management of existing awards		$0.00
	4.7.3.3	Schedule reporting requirements for internal metrics and goals		$0.00
	4.7.3.4	Enchanced administration and reduced audit findings		$0.00
	4.7.3.5	All users master process		$0.00
	4.7.3.6	Adoption of any necessary revisions and acceptance		$0.00
		Subtotal for 4.7 - Post-Award Setup		***$0.00***
4.8	**Sub-Recipient Setup**			
	4.8.3.1	Reduction and simplicity of document library		$0.00
	4.8.3.2	Solicitation library complete		$0.00
	4.8.3.3	Sub-recipient access to portal		$0.00
	4.8.3.4	Enhanced administration and reduced audit findings		$0.00
	4.8.3.5	All users master the process		$0.00
	4.8.3.6	Adoption of any necessary revisions and acceptance		$0.00
		Subtotal for 4.8 - Sub-Recipient Setup		***$0.00***
4.9	**On-going Technical Support**			
	4.9.3.1	On-going access to best practice and industry standards		$0.00
	4.9.3.2	All questions and concerns answered		$0.00
	4.9.3.3	Grant Management System allows access to all users 24 hour, 7 days a week		$0.00
	4.9.3.4	Revisions and upgrades accessed		$0.00

Deliverable Number	Description of Deliverable	Activity Number	Cost
	Subtotal for 4.9 - On-going Technical Support		***$0.00***
	Total Section 6.1.1 Detailed Deliverable Cost Schedules		***$0.00***
	Assumptions:		
	For 4.4 - 4.8 The State of Nevada will not incur one time costs associated with the above activities and deliverables in order to implement AmpliFund		
	The cost of 4.9 On-going Technical Support is covered in the Annual License		

6.1.2 Development and Data Conversion Environments

Proposers shall identify costs for any hardware and/or software proposed for the Development and Data Conversion Environments, as follows:

6.1.2.1 The schedule has been set up so that the sub-total from this cost schedule will automatically be transferred to ***Section 6.1.7, Summary Schedule of Project Costs*** . However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred prior to submitting their cost proposal.

6.1.2.2 Proposers shall provide a detailed description and cost for each proposed item.

6.1.2.3 The State reserves the right not to accept the proposed hardware and/or software.

6.1.2.4 Costs for specific licenses shall be provided.

6.1.2.5 The State reserves the right not to purchase the proposed hardware and/or software from the successful proposer.

Item #	Description of Proposed Hardware and/or Software for the Development and Data Conversion Environments	Cost
1	No costs are associated with this environment	$0.00
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
	SUB-TOTAL FOR 6.1.2	$0.00

6.1.3 Integration, System Test and UAT Environments

Proposers shall identify costs for any hardware and/or software proposed for the Integration, System Test and UAT Environments, as follows:

6.1.3.1 The schedule has been set up so that the sub-total from this cost schedule will automatically be transferred to ***Section 6.1.7, Summary Schedule of Project Costs.*** However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred prior to submitting their cost proposal.

6.1.3.2 Proposers shall provide a detailed description and cost for each proposed item.

6.1.3.3 The State reserves the right not to accept the proposed hardware and/or software.

6.1.3.4 Costs for specific licenses shall be provided.

6.1.3.5 The State reserves the right not to purchase the proposed hardware and/or software from the successful proposer.

Item #	Description of Proposed Hardware and/or Software for the Integration, System Test and UAT Environments	Cost
1	No costs are associated with this environment	$0.00
2		
3		
4		
5		
6		
7		
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9		
10		
11		
12		
	SUB-TOTAL FOR 6.1.3	$0.00

6.1.4 Training Environment

Proposers shall identify costs for any hardware and/or software proposed for the Training Environment, as follows:

6.1.4.1 The schedule has been set up so that the sub-total from this cost schedule will automatically be transferred to ***Section 6.1.7, Summary Schedule of Project Costs.*** However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred prior to submitting their cost proposal.

6.1.4.2 Proposers shall provide a detailed description and cost for each proposed item.

6.1.4.3 The State reserves the right not to accept the proposed hardware and/or software.

6.1.4.4 Costs for specific licenses shall be provided.

6.1.4.5 The State reserves the right not to purchase the proposed hardware and/or software from the successful proposer.

Item #	Description of Proposed Hardware and/or Software for the Training Environment	Cost
1	No costs are associated with this environment	$0.00
2		
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12		
	SUB-TOTAL FOR 6.1.4	$0.00

Assumptions:

6.1.5 Production Environment

Proposers shall identify costs for any hardware and/or software proposed for the Production Environment, as follows:

6.1.5.1 The schedule has been set up so that the sub-total from this cost schedule will automatically be transferred to ***Section 6.1.7, Summary Schedule of Project Costs.*** However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred prior to submitting their cost proposal.

6.1.5.2 Proposers shall provide a detailed description and cost for each proposed item.

6.1.5.3 The State reserves the right not to accept the proposed hardware and/or software.

6.1.5.4 Costs for specific licenses shall be provided.

6.1.5.5 The State reserves the right not to purchase the proposed hardware and/or software from the successful proposer.

Item #	Description of Proposed Hardware and/or Software for the Production Environment	Cost
1	The cost for this environment is addressed in Tab 6.1.9	$0.00
2		
3		
4		
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6		
7		
8		
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10		
11		
12		
	SUB-TOTAL FOR 6.1.5	$0.00

6.1.6 Other Associated Costs

Proposers shall identify any other costs not covered on the Detailed Deliverable Cost Schedules and/or the specific cost schedules for any hardware and/or software proposed, as follows:

6.1.6.1 The schedule has been set up so that the sub-total from this cost schedule will automatically be transferred to ***Section 6.1.7, Summary Schedule of Project Costs.*** However, it is ultimately the proposer's responsibility to make sure that all totals are correctly transferred prior to submitting their cost proposal.

6.1.6.2 Proposers shall provide detailed information for each item identified.

Item #	Description of Other Associated Costs	Cost
1	Not applicable	$0.00
2		
3		
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	SUB-TOTAL FOR 6.1.6	$0.00

6.1.7 Summary Schedule of Project Costs

Sub-totals from each of the previous cost schedules shall be transferred to the following summary schedule of project costs.

Deliverable or Cost Schedule Number	Summary of Total Project Costs	Cost
4.5	Planning and Administration Deliverables	$0.00
4.6	Change Management Plan	$0.00
4.7	Pre-Award Setup	$0.00
4.8	Post-Award Setup	$0.00
4.9	Sub-Recipient Setup	$0.00
4.10	On-going Technical Support	$0.00
	Sub-Total of Project Tasks	$0.00
6.1.2	Development and Data Conversion Environments	$0.00
6.1.3	Integration, System Test and UAT Environments	$0.00
6.1.4	Training Environment	$0.00
6.1.5	Production Environment	$0.00
	Sub-Total of Proposed Hardware and/or Software	$0.00
6.1.6	Other Associated Costs	$0.00
	Sub-Total of Other Associated Costs	$0.00
	Total Project Costs	***$0.00***

6.1.8 Hourly Rate Schedule for Change Orders

6.1.8.1 Prices quoted for change orders/regulatory changes shall remain in effect for six (6) months after State acceptance of the successfully implemented system.

6.1.8.2 Proposers shall provide firm, fixed hourly rates for change orders/regulatory changes, including updated documentation.

6.1.8.3 Proposers shall provide a firm, fixed hourly rate for each staff classification identified on the project. Proposers shall not provide a single compilation rate.

Classification Title	Hourly Rate
Project Manager	$155.00
Product SME	$150.00
Configuration Analyst	$130.00
Business Analyst	$135.00
Inegration Analyst	$125.00
Development Lead	$140.00
QA / Testing Analyst	$125.00
Change Management Lead	$145.00
Training Lead	$130.00

6.1.19 Annual Product Licensing and Maintenance Schedule

6.1.9.1 Proposers shall provide a three (3) year fee schedule with the following information:

- Listing of each product;
- Original project proposed price;
- Annual licensing fee, if any;
- Annual maintenance fee, if any; and
- Percentages of the original amount for each fee.

A. Year 1

Item #	Product Description	Cost	Annual Licensing Fee, if applicable	Annual Maintenance Fee	Percentage of the Original Amount
1	**AmpliFund Public Sector, including:**				
2	Research/Pre-Award		$8,875.00	included in License	NA
3	Competitive Award Management		$38,495.00	included in License	NA
4	Post Award / Sub Recipient Management		$143,975.00	included in License	NA
5					
6					
7	*Note: This price is inclusive of the current AmpliFund license agreement held by NV HHS. By combining these licenses into one Statewide				
8	license, there is an annual savings to the State of $21,780 (the cost of the current NV HHS license)				
9					
10					
11					
12					

6.1.19 Annual Product Licensing and Maintenance Schedule

B. Year 2

Item #	Product Description	Cost	Annual Licensing Fee, if applicable	Annual Maintenance Fee	Percentage of the Original Amount
1	**AmpliFund Public Sector, including:**				
2	Research/Pre-Award		$8,875.00	included in License	NA
3	Competitive Award Management		$38,495.00	included in License	NA
4	Post Award / Sub Recipient Management		$143,975.00	included in License	NA
5					
6	*Note: This price is inclusive of the current AmpliFund license agreement held by NV HHS. By combining these licenses into one Statewide				
7	license, there is an annual savings to the State of $21,780 (the cost of the current NV HHS license)				
8					
9					
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11					
12					

6.1.19 Annual Product Licensing and Maintenance Schedule

C. Year 3

Item #	Product Description	Cost	Annual Licensing Fee, if applicable	Annual Maintenance Fee	Percentage of the Original Amount
1	**AmpliFund Public Sector, including:**				
2	Research/Pre-Award		$8,875.00	included in License	NA
3	Competitive Award Management		$38,495.00	included in License	NA
4	Post Award / Sub Recipient Management		$143,975.00	included in License	NA
5					
6	*Note: This price is inclusive of the current AmpliFund license agreement held by NV HHS. By combining these licenses into one Statewide				
7	license, there is an annual savings to the State of $21,780 (the cost of the current NV HHS license)				
8					
9					
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12					

Cost Assumptions

As stated in the RFP and as articulated in the Q&A, the State will be standardizing the business processes associated with grants (workflows, application processes, etc.). All Agencies will adhere to the same process once decided upon during the Requirements Gathering/Change Management portion of the Scope of Work
The required State personnel will be made available and have the authority to make timely decisions to standardize the associated business processes
The cost estimates in this RFP are based on the preliminary project plan provided
The estimate assumes 4 multi-day onsite meetings (Kickoff, Requirements Gathering, Testing/Training, Final Post Implementation Evaluation Review)
The estimate is based on existing AmpliFund functionality
While AmpliFund has electronic versions of many of the forms that are referenced in the Q&A, StreamLink will configure up to 5 additional document forms/reports at the State's discretion
The open grant award data to be migrated for the Post Award scope of this project will be prepared by State resources in the predefined load templates provided by StreamLink
Integration with the CGI Advantage platform (and eventual Contract Management System) will be done via StreamLink's REST API. The API is fully documented for State resources to use, and StreamLink will be available to answer questions to support the State's efforts
Per the Q&A, the estimate provided is based on 150 sub-recipients and 600 users (it was referenced in the Q&A as 500+, so the estimate is based on 600)
Each Agency (HHS, DETR, etc.) that is rolled out will provide a single point of contact that will serve as the liaison between its respective user community (internal and external) and the StreamLink team
Training will be conducted via a "Train the Trainer" approach. StreamLink will train the Agency Point of Contacts via group trainings
The Agency Point of Contacts will train the relevant users on how to properly configure and use the system in accordance with the Statewide business processes that were defined. This

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method has proven to be successful with our current NV HHS engagement.
As depicted in the project plan, all agencies are in scope when deploying the pre-grant functionality as well as managing the recipient application and awarding process. For Post Award, including recipient management, the plan proposes utilizing three agencies to validate the processes that were documented. Once this phase is complete, a mutually agreed upon rollout plan for the remaining 22 agencies will be developed, taking into account the State resource availability needed to support the remaining agency deployments

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