

Attachment B  
Cost Proposal  
Enterprise Asset Management (EAM) Software

***This 5-year cost proposal will be part of the contract executed with the selected vendor.***

**Instructions to Vendors:**

- i. Pricing must be valid for a contract start date up to 180 days from response dates.
- ii. Pricing must be comprehensive, including all taxes and available discounts. Include the following:
  - a. Software: Cost of software for the user quantities defined in this RFP. Include separate cost proposals for each deployment option if applicable (SaaS or on-premises).
  - b. Implementation Services: Include all costs required for go live including but not limited to software deployment, data conversion, system configuration, report development, testing, and training.
  - c. Ongoing costs: Include all ongoing costs, including but not limited to software licensing, hosting and maintenance costs, as well as support costs.
- iii. Costs must be based on the user quantities defined in the RFP.
- iv. If multiple deployment options are available (SaaS or on-premises, for example), include a separate cost estimate table for each deployment option.
- v. Provide pricing for any optional prospective bidder recommendations.
- vi. Assume drinking water and wastewater implementation will begin April 2026.
- vii. Assume implementation of other asset packages will begin June 2027.
- viii. For Annual Costs, assume each year begins in June, with Year 1 beginning June 2026.
- ix. If actual implementation begins more than 90 days later than assumed, proposed costs will be adjusted using the escalation factor proposed by the bidder.
- x. Additional pricing information can be supplied if it clarifies or provides relevant detail to your proposal.

**1. Five-Year Total Cost Estimate**

Note: Do not enter values into cells that are shaded grey.

Description	Annual Costs					Comments
	Year 1	Year 2	Year 3	Year 4	Year 5	
<b>Implementation: Drinking Water &amp; Wastewater (Year 1)</b>						
One-Time software costs (if applicable)						
Vendor staff time for implementation and configuration <sup>1</sup>						
Training and Materials <sup>1</sup>						
Other one-time costs (describe in comments)						
<i>Subtotal</i>						
<b>Implementation: Other assets<sup>2</sup> (Year 2)</b>						
One-Time software costs (if applicable)						
Vendor staff time for implementation and configuration <sup>1</sup>						
Training and Materials <sup>1</sup>						
Other one-time costs (describe in comments)						
<i>Subtotal</i>						
<b>Ongoing Costs: Drinking Water &amp; Wastewater (Years 1-5)</b>						
Software subscription and licensing fees						
Cloud hosting fees (if applicable)						
Vendor staff time for support and maintenance <sup>1</sup>						
Other annual costs (describe in comments)						
<i>Subtotal</i>						

<sup>1</sup>Attach hourly labor rates and estimated hours by classification (see Item 3).

<sup>2</sup>The "Other Assets" estimate must include Stormwater, Electrical, Streets, Parks, Mechanical, Airport, Fleet, and Facilities/Buildings.

-- Table is continued on the following page --

Description	Annual Costs					Comments
	Year 1	Year 2	Year 3	Year 4	Year 5	
<b><i>Incremental Ongoing Costs for Other Assets (Years 2-5)<sup>2</sup></i></b>						
Software subscription and licensing fees						
Cloud hosting fees (if applicable)						
Vendor staff time for support and maintenance <sup>1</sup>						
Other annual costs (describe in comments)						
<i>Subtotal</i>						
<b>Total</b>						

<sup>1</sup>Attach hourly labor rates and estimated hours by classification (see Item 3).

<sup>2</sup>The "Other Assets" estimate must include Stormwater, Electrical, Streets, Parks, Mechanical, Airport, Fleet, and Facilities/Buildings.

**Grand Total 5-Year Cost (sum of Years 1-5):** \_\_\_\_\_

**2. Cost escalation factor:** \_\_\_\_\_ % / year

**3. Attach hourly labor rates and estimated hours by staff classification for any vendor labor costs, including for implementation, configuration, and training.**

**4. Attach hourly rates for any optional supplemental services such as additional training.**

**5. Detail proposed payment terms, including when different costs would be invoiced and when payment would be due.**

**6. Attach other cost details as needed.**