

Attachment C

Cost Proposal

RFP Name: Cisco PBX Phone System to Microsoft Teams Phone Solution Migration Project

Proposer's Name: _____

Use the form below to provide your proposed cost to successfully complete the Statement of Work reflected in Section 2 of the Request for Proposals (RFP):

List the annual proposed cost for each item under the Base Solution Costs below:

Base Solution Cost	Year 1	Year 2	Year 3	Total
Licensing or Subscription Fees				
Storage costs (if applicable):				
Implementation;				
Training:				
Customer support:				
Software maintenance (if applicable):				
Equipment (from separate list):				
Total Base Solution Cost				

Optional Pricing (Not Evaluated): List any recommended optional features, services, configurations, equipment, integrations or enhancements that are not required to satisfy the Statement of Work in Section 2 of the Request for Proposals. Pricing in this section will not be included in the District's cost evaluation and must not be incorporated into the Total Base Solution Cost.

Optional Features, Services, Configurations, Equipment, Integrations or Enhancements (Not Evaluated)	One-Time Cost	Annual Cost	Description/Benefit
Option #1			
Option #2			

Option #3			
Option #4			
Option #5			

List each of the key roles you propose to work on this project and a description of their responsibilities (examples have been provided below). List the hourly rate for each and estimate the number of hours each will work on this project. You may add, remove and/or modify the roles and the description of responsibilities.

Role	Description of Responsibilities	Hourly Rate	Estimated Hours
Microsoft Teams Senior Engineer	Perform Discovery, created HLD and LLD design documentation, perform Teams tenant configuration, guide installers on hardware placement and configuration, perform implementation. Produce detailed output per scope of work.		
Cisco Engineer	Perform Cisco Discovery, pull relevant data for import to Teams, assist Teams Engineer with deployment.		
Project Manager	Data gathering, analysis, interviews, and assessment. Drive project deliverables based on schedule. Interface directly with customer project team.		
On Site Install Technician	Train and demonstrate successful installation and configuration of ATA boxes, physical phones and Microsoft Teams Calling integration for local team to implementPerform on site surveys/audits.		
Adoption and Change Management Consultant	Includes training materials and other media resources. Also includes assessing training needs, developing training materials and providing training to users.		

Role	Description of Responsibilities	Hourly Rate	Estimated Hours
Additional Role(s) not listed			

Use the section below to list any direct or indirect reimbursable expenses, including travel expenses and subcontractor costs. Indicate any mark up percentage for items with a maximum mark up not to exceed 15%. Additional rows may be added if needed. Costs identified in this section must be included in the Total Base Solution Cost and are provided for informational purposes only.

Reimbursable Expenses and Subcontractor Costs (Included in Proposed Price)	Cost	Mark Up %	Total
Item #1			
Item #2			
Item #3			
Item #4			
Item #5			