

RFP-CE-OCM

Attachment C

(Cost Proposal)

Section 1 - Instructions for Updating Cost Proposal worksheets

- 1 The Bidder is to determine the costs for the OCM services to be provided during development of the NCS solution and immediate post-go-live operations of the NCS solution. All proposed costs must be entered into the edible Cost Proposal excel workbook provided with this RFP.
- 2 “Cost Input“ is the worksheet in which the Bidder **must** manually enter their deliverable based cost proposal. All entries must be made only in the blank cells provided. All phases are automatically summed and then all totaled in the “Total for Entire OCM SOW” for cost evaluation..
 - 2.1.1 The “Cost Inputs” worksheet is the only information from the Bidder that will be used for the cost evaluation by the AGO. These costs **must not** be displayed or discussed in any other part of the RFP response.
 - 2.1.2 All phases are summed and totaled. Note that front loading should be avoided and the accumulated costs in the first phase **must not** exceed 75% of the total cost of all phases.
- 3 The OCM Bidder is also asked to provide possible staff augmentation rates in the “Staff Cost” worksheet. While this worksheet will not be used for cost evaluation, it may be used for contract negotiations for additional staff, if the rates are customary and reasonable . Again, these staff costs **must NOT** be required for any deliverable based items in the “Cost Input” worksheet discussed above..

OCM Pricing			OCM Vendor Cost for each Phase & Operations			
RFP Sec.	Major Scope Areas	Specific Deliverables	Phase 1	Phase 2	Phase 3	
		Executive Steering Committee Strategic Plan & Future AGO Vision				
		Organization Change Management Strategy and Plan				
		Stakeholder Assessment				
		Stakeholder Management Plan				
2.3	Leadership And Stakeholders		sub-total =	\$0	\$0	\$0
		Network Management Plan				
2.4	Change Agent Network Management		sub-total =	\$0	\$0	\$0
		Audience Assessment				
		Communication Strategy & Plan				
		Communication Development of Materials and Execution				
2.5	Communications Mgt.		sub-total =	\$0	\$0	\$0
		Solutions Design Assistance				
		Solution Development				
		Functional/Business Analysis				
		OCM System Design Analysis				
2.9	Solution Alignment		sub-total =	\$0	\$0	\$0
		Business Readiness Assessment with Gap Analysis				
		Business Readiness Strategy & Plan				
		Business Readiness Risk Mitigation Plan				
		Business Readiness Management Plan & Site Readiness				
2.6	Business Readiness		sub-total =	\$0	\$0	\$0
		Organization and Work Design Plan (incl. Policy, Procedures, and Performance Measurers)				
		Organization Impact Assessment				
		Develop/Implement Performance Management Plan				
2.7	Organization and Work Design		sub-total =	\$0	\$0	\$0
		Training Assessment				
		Training Strategy and Plan				
		Training Implementation/Support				
2.8	Training and Support		sub-total =	\$0	\$0	\$0
Phase sub-Totals				\$0	\$0	\$0
Total for entire OCM SOW				\$0		
Note: Cost for each deliverable/phase must include all project management planning, scheduling, execution of plans, reports, meetings, including quality gates, etc.						

