



**Purchasing Department**  
140 Stonewall Avenue West, Ste 204  
Fayetteville, GA 30214  
Phone: 770-305-5420  
[www.fayettecountyga.gov](http://www.fayettecountyga.gov)

April 18, 2025

**Subject: Request for Proposals #2522-P Asset Management Software**

Gentlemen/Ladies:

Fayette County, Georgia invites you to submit a proposal for asset management software. You are invited to submit a proposal in accordance with the information contained herein.

Questions concerning this request for proposals should be addressed to Sherry White in writing via email to [swhite@fayettecountyga.gov](mailto:swhite@fayettecountyga.gov) or fax to (770) 305-5544. Questions will be accepted until 12:00p.m., Monday, May 1, 2025.

Purchasing Department office hours are Monday through Friday 8:00 a.m. to 5:00 p.m. The office telephone number is (770) 305-5420.

Please return your response to the following address:

Fayette County Purchasing Department  
140 Stonewall Avenue West, Suite 204  
Fayetteville, Georgia 30214

Request for Proposals: 2522-P  
Request for Proposals Name: Asset Management Software

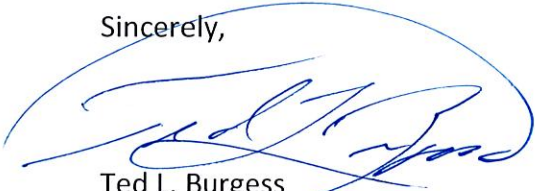
Your envelope must be sealed and labeled with your company's name and address.

Proposals will be received at the above address **until 3:00 p.m., Wednesday, May 14, 2025**, in the Purchasing Department, Suite 204. Proposals will be opened at that time, and the names of the responding companies will be read.

Proposals must be signed to be considered. Late proposals, faxed proposals, or emailed proposals cannot be considered.

If you download this Request for Proposals from the county's web site, it will be your responsibility to check the web site for any addenda that might be issued for this solicitation. The county cannot be responsible for a vendor not receiving information provided in any addendum.

Sincerely,



Ted L. Burgess  
Chief Procurement Officer

TLB/sw

Attachment

**GENERAL TERMS AND CONDITIONS**  
**RFP #2522-P Asset Management Software**

1. **Definitions:**

- a. **RFP:** Request for Proposals.
- b. **Offeror:** A company or individual who submits a proposal in response to this RFP.
- c. **Successful Offeror:** The offeror that is awarded a contract.
- d. **Contractor:** The Successful Offeror, upon execution of the contract.
- e. **County:** Fayette County, Georgia.

2. **Preparation of Offers:** It shall be the responsibility of the Offeror to examine specifications, scope of work, schedule and all instructions that are part of this request for proposal. Failure to observe any of the instructions or conditions in this request for proposal may result in rejection of the offer.

All of the specifications and information contained in this request for proposal, unless specifically excepted in writing by the Offeror and such exceptions being included with the offer, will form the basis of the contract between the Successful Offeror and the County. The Offeror should take care to answer all questions and provide all requested information.

3. **Submission of Offers:** Offerors must submit their proposal, along with any amendments issued by the County, in a sealed opaque envelope. **Price schedules** shall be placed in an additional opaque sealed envelope, identified as the price schedule, and enclosed in the sealed envelope with the proposal.

Mail or deliver one (1) original, unbound proposal, signed in ink by a company official authorized to make a legal and binding offer, and two copies to:

Fayette County Government  
Purchasing Department  
140 Stonewall Avenue West, Suite 204  
Fayetteville, GA 30214

RFP Number: 2522-P

RFP Name: Asset Management Software

4. **Timely Receipt:** Offers not received in the Purchasing Department by the time and date of the scheduled proposal opening will not be considered.
5. **Open Offer:** To allow sufficient time for a contract to be awarded, the offer, once submitted and opened, shall remain open for acceptance for a period of at least ninety (90) days from the date of the opening to the date of award.
6. **Corrections or Withdrawals:** The Offeror may correct a mistake or withdraw a proposal

before the proposal opening date by sending written notification to the Director of Purchasing. Proposals may be withdrawn after the opening only with written authorization from the Director of Purchasing.

7. **Defects or Irregularities:** The County reserves the right to waive any defect or irregularity in any proposal received. In case of a discrepancy between unit prices and extended prices, the unit price will govern unless the facts or other considerations indicate another basis for correction of the discrepancy.
8. **Trade Secrets – Confidentiality:** If any person or entity submits a bid or proposal that contains trade secrets, an affidavit shall be included with the bid or proposal. The affidavit shall declare the specific included information which constitutes trade secrets. Any trade secrets must be either (1) placed in a separate envelope, clearly identified and marked as such, or (2) at a minimum, marked in the affidavit or an attached document explaining exactly where such information is, and otherwise marked, highlighted, or made plainly visible. See Georgia law at O.C.G.A. § 50-18-72 (A)(34).
9. **Site Conditions:** Offerors are urged to visit the site to familiarize themselves with site conditions. Upon submission of an offer, it is understood that the Offeror is acknowledging his acceptance of all site conditions.
10. **References:** Offerors shall submit with proposals a list of five (5) jobs the Offeror has done that are of the same or similar nature to the work described herein. See Response Requirements, Company Overview and Experience for detailed instructions.
11. **Ethics – Disclosure of Relationships:** Before a proposed contract in excess of \$10,000.00 is recommended for award to the Board of Commissioners or the County Administrator, or before the County renews, extends, or otherwise modifies a contract after it has been awarded, the Contractor must disclose certain relationships with any County Commissioner or County Official, or their spouse, mother, father, grandparent, brother, sister, son or daughter related by blood, adoption, or marriage (including in-laws). A relationship that must be reported exists if any of these individuals is a director, officer, partner, or employee, or has a substantial financial interest in the business, as described in Fayette County Ordinance Chapter 2, Article IV, Division 3 (Code of Ethics).

If such relationship exists between your company and any individual mentioned above, relevant information must be presented in the form of a written letter to the Director of Purchasing. You must include the letter with any bid, proposal, or price quote you submit to the Purchasing Department.

In the event that a Contractor fails to comply with this requirement, the County will take action as appropriate to the situation, which may include actions up to and including rejection of the bid or offer, cancellation of the contract in question, or debarment or suspension from award of a County contract for a period of up to three years.

12. **Evaluation of Offers:** The evaluation of offers and the determination as to acceptability of services offered shall be the responsibility of the County. Accordingly, to insure that sufficient information is available, the Offeror may be required to submit literature, samples, or other information prior to award. The County reserves the right to obtain clarification or additional information from any firm regarding its proposal. The County reserves the right to select a responsive, responsible firm on the basis of best value that is deemed to be most advantageous to the County. The County further reserves the right to reject any proposal, or all proposals, and to re-release the request for proposals.
13. **Non-Collusion:** By responding to this request for proposals, the Offeror shall be deemed to have represented and warranted that the proposal is not made in connection with any other Offeror submitting a separate response to this request for proposals and is in all respects fair and without collusion or fraud.
14. **Ability To Perform:** The Offeror may be required, upon request, to provide to the satisfaction of the County that he/she has the skill, experience, and the necessary facilities, as well as sufficient financial and human resources, to perform the contract in a satisfactory manner and within the required time. If the available evidence is not satisfactory to the County, the County may reject the offer.
15. **Notice to Proceed:** The County shall not be liable for payment of any work done or any costs incurred by any Offeror prior to the County issuing a written Notice to Proceed.
16. **Term of Contract:** The initial term of this agreement shall begin with the Notice to Proceed and continue for a period of one year. Thereafter, this agreement may be renewed by the County for four additional one-year renewal terms (each a "Renewal Term" and together with the Initial Term, the "Term"), which renewal will be by letter or other written correspondence from the County to the Contractor ninety (90) days prior to expiration of the Initial Term or the then-current Renewal Term. If the County fails to provide notice of renewal, this Agreement will terminate at the end of the Initial Term or the then-current Renewal Term. This agreement is subject to the multi-year contractual provisions of O.C.G.A. 36-60-13(a).
17. **Unavailability of Funds:** This contract will terminate immediately and absolutely at such time as appropriated and otherwise unobligated funds are no longer available to satisfy the obligations of the County under the contract.
18. **Payment Terms:** The County's standard payment terms are Net 30. Any deviation from standard payment terms must be specified in the awarded contract, and both parties must agree on such deviation.
19. **Severability:** The invalidity of one or more of the phrases, sentences, clauses or sections contained in the contract shall not affect the validity of the remaining portion of the contract. If any provision of the contract is held to be unenforceable, then both parties shall be relieved of all obligations arising under such provision to the extent

that the provision is unenforceable. In such case, the contract shall be deemed amended to the extent necessary to make it enforceable while preserving its intent.

20. **Indemnification:** The Contractor shall indemnify and save the County and all its officer, agents and employees harmless from all suits, actions, or other claims of any character, name and description brought for or on account of any damages, losses, or expenses to the extent caused by or resulting from the negligence, recklessness, or intentionally wrongful conduct of the Contractor or other persons employed by or utilized by the Contractor in the performance of the contract. The Contractor shall pay any judgment with cost which may be obtained against the County growing out of such damages, losses, or expenses, but only to the extent such damages, costs and expenses are adjudicated to have been caused by or resulted from the negligence, recklessness, or intentionally wrongful conduct of the Contractor or other persons employed or utilized by the Contractor in the performance of the contract.
21. **Non-Assignment:** Assignment of any contract resulting from this request for proposals will not be authorized, except with express written authorization from the County.
22. **Insurance:** The Successful Offeror shall procure and maintain the following insurance, to be in effect throughout the term of the contract, in at least the amounts and limits set forth as follows:
  - **General Liability Insurance:** \$1,000,000 combined single limit per occurrence, including bodily and personal injury, destruction of property, and contractual liability.
  - **Automobile Liability Insurance:** \$1,000,000 combined single limit each occurrence, including bodily injury and property damage liability.
  - **Worker's Compensation:** Workers Compensation as required by Georgia statute.
  - **Cyber Liability Insurance:** \$2,000,000 Claim and Aggregate coverage shall include data breach, response, business interruption, cyber extortion and ransomware, and legal liabilities.

Before a contract is executed with the Successful Offeror, the Successful Offeror shall provide Certificates of Insurance for all required coverage. The Successful Offeror can provide the Certificate of Insurance after award of the contract but must be provided prior to execution of the contract document by both parties. Certificates shall list an additional insured as follows:

Fayette County, Georgia  
140 Stonewall Avenue West  
Fayetteville, GA 30214

23. **Delivery Failures:** If the Contractor fails to deliver contracted goods or services within the time specified in the contract or fails to replace rejected items in a timely manner, the County shall have authority to make open-market purchases of comparable goods or services. The County shall have the right to invoice the contractor for any excess expenses incurred or deduct such amount from monies owed the contractor. Such purchases shall be deducted from contracted quantities.
24. **Termination for Cause:** The County may terminate the contract for cause by sending written notice to the Contractor of the Contractor's default in the performance of any term of this agreement. Termination shall be without prejudice to any of the County's rights or remedies by law.
25. **Termination for Convenience:** The County may terminate the contract for its convenience at any time with 10 days' written notice to the Contractor. In the event of termination for convenience, the County will pay the Contractor for services performed. The County will compensate partially completed performance based upon a signed statement of completion submitted by the Contractor, which shall itemize each element of performance completed.
26. **Force Majeure:** Neither party shall be deemed to be in breach of the contract to the extent that performance of its obligations is delayed, restricted, or prevented by reason of any act of God, natural disaster, act of government, or any other act or condition beyond the reasonable control of the party in question.
27. **Governing Law:** This agreement shall be governed in accordance with the laws of the State of Georgia. The parties agree to submit to the jurisdiction in Georgia, and further agree that any cause of action arising under this agreement shall be required to be brought in the appropriate venue in Fayette County, Georgia.
28. **Data Ownership:** The County will retain all rights to data collected or stored as a result of the contract, and there will be no additional charges to the county to retrieve its data if the contract is terminated or not renewed in the future.

# **Request For Proposal**

## **#2522-P Asset Management Software**

### **INTRODUCTION AND OBJECTIVE**

Fayette County is seeking innovative solutions to enhance the management of its Public Works Department which includes Environmental Management, Water System and Road Department assets. As part of this effort, the County invites responses from qualified vendors specializing in Geographic Information System (GIS)-based Asset Management Software.

The County delivers a wide range of essential services through its various departments. Public Works ensures safe and efficient travel for the public while managing critical equipment. The Water System provides safe, reliable drinking water to Fayette County residents, and Environmental Management oversees a comprehensive stormwater management program. While each department has distinct functions and unique needs, the County seeks a single software solution capable of addressing all these requirements seamlessly.

To meet these demands, Fayette County envisions a solution that emphasizes innovation and efficiency. The desired system should be cohesive, multi-functional, flexible, robust, and fully integrated, enabling the County to enhance productivity, make data-driven decisions, and meet its growing asset management needs. Effectively managing such an expansive system requires advanced technology to streamline operations and optimize resource utilization. By leveraging GIS technology, the County aims to improve decision-making processes, enhance asset maintenance strategies, and deliver exceptional services to its residents.

The proposed software will serve as a comprehensive tool to manage assets, track citizen requests, provide utility permitting within the county ROW, and process work orders across multiple domains, including roadway maintenance, water distribution, stormwater systems, capital improvement projects, and parts inventory management. Additionally, it will enable audited financial reporting and ensure accountability through effective reporting and asset auditing. This solution is critical to supporting County management in delivering high-quality, transparent services to the community.

### **SCOPE OF SERVICES**

The Fayette County Public Works Department operates under the governance of the Board of Commissioners and the County Administrator, serving as a vital component of Fayette County's government. The department is responsible for the operation and maintenance of county-owned roads, rights-of-way, and associated drainage structures. This includes managing approximately 2,000 culvert crossings and 520 miles of roadways, nearly 10 percent of which are gravel. Public Works plays a crucial role in supporting the 54,000 residents living in unincorporated Fayette County.

Similarly, the Fayette County Water System, under the direction of the Board of Commissioners and the County Administrator, is dedicated to delivering reliable water services to the



community. The water distribution network spans approximately 720 miles of pipelines of varying diameters and serves around 30,330 residential and 3,076 non-residential customers. The system includes three Category I dams, four raw water storage reservoirs, and two water treatment plants capable of producing up to 22.8 million gallons of potable water daily. In addition, the County maintains a total water storage capacity of 16 million gallons, comprising 7 million gallons of elevated storage and 9 million gallons of ground storage.

Currently, the County utilizes a combination of tools and software products to manage its assets and work orders. These include ESRI, SEMS Technologies, PubWorks, Micro Paver, spreadsheets, and other platforms, each capturing varying levels of data. As part of this initiative, the selected vendor will be tasked with importing part inventory, asset information, and work order data from these existing systems into the new solution. Fayette County seeks an integrated part inventory, workflow, and asset management system with GIS capabilities to ensure seamless information flow, enhance operational efficiency, and maintain accountability to County leadership.

**A. PROPOSAL RESPONSE REQUIREMENTS** – Please limit your response to include only the required sections listed below.

1. **Cover Page:** Include the Request for Proposal number (#2522-P) and title (*Asset Management*). Also include your firm's name, address, telephone number, and e-mail address.
2. **Table of Contents**
3. **Required Documents:**
  - a. Company Information Page *{form provided}*
  - b. Contractors Affidavit under O.C.G.A. § 13-10-91(b)(1) *{form provided}*
  - c. References *{form provided}*
  - d. Exceptions, if any *{form provided}*
  - e. Signed addenda to this RFP, if any are issued
4. **Project Team:**
  - a. Include the role each key member will have on this project including the name, title and office location along with their availability on the project. Include a resume for each key team member that includes experience with comparable projects preferably related to water, stormwater and/or road infrastructure. Provide the same for any 3rd party vendors utilized in the project and explain the services they will provide for the project. **Limited to one page per individual.**
  - b. Identify the main contact person for the project team.
5. **Company's Background and Experience:**

- a. Provide a brief overview of your practice, including its size and number of employees, legal status, number of years in business, background and history. **Limited to one page.**
- b. Demonstrate the firm's experience and qualifications by listing five comparable projects undertaken that were related to water, stormwater and/or road infrastructure and with similar configurations, would be preferable. For each project, provide the name and location of the government entity or other organization, a brief description of work, project timeline with start and completion, a contact person and title, email address, a valid telephone number. Clients with a population of 100,000 – 150,000 The county reserves the right to select projects from this list and contact them to use as reference. **On the forms provided.**

**6. Solution Functionality - Project Understanding:**

Important requirements and instructions for completion of the proposed solution functionality section are as follows:

- a. This Section is provided in Attachment A: Solution Functionality Questionnaire
- b. Failure to complete and return this section of the RFP will be a basis for disqualification.
- c. Each item in this response document shall be marked with one of the following "status codes" [MEETS], [PARTIALY MEETS], [DOES NOT MEET], [CUSTOM]
- d. In addition to the status code, detailed information should also be provided that will allow Fayette County to understand how the software addresses each requirement.
- e. Responses should not be left blank.
- f. Responses to this section should be submitted in the attached format.
- g. Explicitly flag any requirements that cannot be met or that would be cost prohibitive.

[MEETS] Functionality is fully and 100% completely met by proposed system and can be demonstrated in the proposed software package.

[PARTIALY MEETS] Functionality doesn't meet 100% threshold.

[DOES NOT MEET] Functionality cannot be provided.

[CUSTOM] Functionality can be provided by custom modifications at an additional cost.

**7. Implementation Approach and Timeline - This section's submittal shall not exceed *three pages in length.***

Respondent should provide a summarized implementation plan that shows a comprehensive understanding of the project needs and a roadmap for implementation, configuration, and integration of the software. Each of the Fayette County departments

are responsible for the operation, maintenance, and management of different assets and a variety of work activities. The implementation approach should include gathering information required to configure the software solution to meet the individual needs of each department: Roads, Water and Environmental Mgmt. It is envisioned that the vendor will gather information related to user profiles, work activities, inspections, asset inventory, warehouse inventory, reports and other items needed for proper configuration of the system. The vendor should describe customer responsibilities and respondent responsibilities, all tasks associated with the implementation of the system and a timeline outlining the key phases and milestones of the implementation approach.

Fayette County is looking for the respondent to provide the System integrations summarized in Table 1 below.

Table 1. Integrations

Software	Brief Description	Priority	Integration Data Flow
Esri GIS	GIS asset inventories and Field Maps data	Required	Two-way data flow
Tyler Munis	Customer based; meter work order system	Required	Two-way data flow
Beacon	Utility billing, meter installs	Supplemental	Two-way data flow

8. **Price:** All fees and other price information shall be provided in a *sealed envelope*, separate from the proposal. Provide all fees and charges on the Price Sheet included, including hourly rates, fees per site visit, fees per service and any other charges.

**B. EVALUATION CRITERIA**

Award will be made to the responsible firm whose proposal is most advantageous to the County, with price and other factors considered. An Evaluation Committee will review and evaluate proposals.

Technical Merit: Evaluation scores will be based 70% on technical merit of the proposal (please see Items 4-7 in the Proposal Response Requirements section above), using the following criteria:

<u>Criteria</u>	<u>Max. Points</u>
Project Team	10
Company's Background & Experience	10
Solution Functionality – Project Understanding	35
Implementation Approach & Timeline	<u>15</u>
<b>Total Maximum Technical Merit Score</b>	<b>70</b>

**Price:** The remaining 30% of the evaluation scores will be determined by your proposed price, as compared to other responding entities. Proposed prices will be assigned points earned through use of a “variance” weighted method. The lowest offered price will earn the maximum number of points for the Pricing portion of the score. Other proposals’ price scores will be calculated based on the variance of their prices from the lowest offered price.

**Presentation / Live Demonstration:** The County’s intent is to short-list one or more of the best-scoring firms to provide live demonstrations of their asset management software. The decision of which software to select, or how & whether to move forward, will be based on these live presentations / demonstrations.

**Fayette County, Georgia**  
**Checklist of Documents to Return**

*(Please return this checklist and the documents listed below with your submittal)*

**RFP #2522-P Asset Management Software**

Company Information form \_\_\_\_\_

Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1) \_\_\_\_\_

Pricing sheet \_\_\_\_\_

Solution Functionality Questionnaire \_\_\_\_\_

Exceptions, if any \_\_\_\_\_

References form \_\_\_\_\_

Signed addenda, if any are issued \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_

**COMPANY INFORMATION**  
**RFP #2522-P Asset Management Software**

**A. COMPANY**

Company Name: \_\_\_\_\_

Physical Address: \_\_\_\_\_

\_\_\_\_\_

Mailing Address (if different): \_\_\_\_\_

\_\_\_\_\_

Website (if applicable): \_\_\_\_\_

**B. AUTHORIZED REPRESENTATIVE**

Signature: \_\_\_\_\_

Printed or Typed Name: \_\_\_\_\_

Title: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**C. PROJECT CONTACT PERSON**

Name: \_\_\_\_\_

Title: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

**Contractor Affidavit under O.C.G.A. § 13-10-91(b)(1)**

The undersigned contractor ("Contractor") executes this Affidavit to comply with O.C.G.A § 13-10-91 related to any contract to which Contractor is a party that is subject to O.C.G.A. § 13-10-91 and hereby verifies its compliance with O.C.G.A. § 13-10-91, attesting as follows:

- a) The Contractor has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program;
- b) The Contractor will continue to use the federal work authorization program throughout the contract period, including any renewal or extension thereof;
- c) The Contractor will notify the public employer in the event the Contractor ceases to utilize the federal work authorization program during the contract period, including renewals or extensions thereof;
- d) The Contractor understands that ceasing to utilize the federal work authorization program constitutes a material breach of contract;
- e) The Contractor will contract for the performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the Contractor with the information required by O.C.G.A. § 13-10-91(a), (b), and (c);
- f) The Contractor acknowledges and agrees that this Affidavit shall be incorporated into any contract(s) subject to the provisions of O.C.G.A. § 13-10-91 for the project listed below to which Contractor is a party after the date hereof without further action or consent by Contractor; and
- g) Contractor acknowledges its responsibility to submit copies of any affidavits, drivers' licenses, and identification cards required pursuant to O.C.G.A. § 13-10-91 to the public employer within five business days of receipt.

\_\_\_\_\_  
Federal Work Authorization User Identification Number

\_\_\_\_\_  
Date of Authorization

\_\_\_\_\_  
Name of Contractor

2522-P: Asset Management Software  
\_\_\_\_\_  
Name of Project

Fayette County, Georgia  
\_\_\_\_\_  
Name of Public Employer

**I hereby declare under penalty of perjury that the foregoing is true and correct.**

Executed on \_\_\_\_\_, \_\_\_\_\_, 20\_\_\_\_ in \_\_\_\_\_ (city), \_\_\_\_\_ (state).

\_\_\_\_\_  
Signature of Authorized Officer or Agent

\_\_\_\_\_  
Printed Name and Title of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME  
ON THIS THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

**REFERENCES**  
**RFP #2522-P Asset Management Software**

Please list three (3) references for current or recent customers who can verify the quality of service your company provides. Projects of similar size and scope are preferable.

**Reference 1**

Project Name	
Project Location	
Owner Name	
Owner Telephone & Email	
Date of Award	
Date of Completion	
Contract Amount (\$)	
Project Description	

**Reference 2**

Project Name	
Project Location	
Owner Name	
Owner Telephone & Email	
Date of Award	
Date of Completion	
Contract Amount (\$)	
Project Description	



**Reference 3**

Project Name	
Project Location	
Owner Name	
Owner Telephone & Email	
Date of Award	
Date of Completion	
Contract Amount (\$)	
Project Description	

**Reference 4**

Project Name	
Project Location	
Owner Name	
Owner Telephone & Email	
Date of Award	
Date of Completion	
Contract Amount (\$)	
Project Description	

**Reference 5**

Project Name	
Project Location	
Owner Name	
Owner Telephone & Email	
Date of Award	
Date of Completion	
Contract Amount (\$)	
Project Description	

COMPANY NAME \_\_\_\_\_

# PRICE SHEET

## RFP #2522-P Asset Management Software

Responder agrees to perform all the work described in the Contract documents for the following prices:

### 1. Software Licensing

Item	Description	Unit Cost	Quantity	Total Cost
Software License Fee	Cost per user in the field to input data.		50	
Enterprise License Fee	Cost per office user to run reports and manipulate data with GIS.		10	
<b>Software Licensing Total Cost</b>				

### 2. Implementation and Setup

Item	Description	Total Cost (\$)
Initial Setup Fee	One-time setup and configuration	
Data Migration	Cost to migrate existing data	
Customization/Development:	Custom features or integrations:	
<b>Implementation and Setup Total Cost</b>		

Company Initial: \_\_\_\_\_

**3. Training**

Item	Description	Unit Cost (\$)	Quantity Included	Total Cost (\$)
Training Sessions (Per Session)	In person training sessions			
Documentation and Manuals	User guides and training materials			
<b>Training Total Costs</b>				

**4. Annual Maintenance and Support**

Item	Description	Total Cost (\$)
Annual Maintenance	On going maintenance fee, if any	
Updates	Quarterly patches, or as needed	
Technical Support	24/7 support or per incident	
<b>Annual Maintenance and Support Total Cost</b>		

**5. Optional Add-Ons**

Item	Description	Unit Cost (\$)	Quantity	Total Cost (\$)
Mobile App Access	If not included in the base package			
Advanced Reporting Module	Additional analytics or reporting tools			
<b>Optional Add-Ons Total Cost</b>				

Company Initial: \_\_\_\_\_

**6. Total Cost**

<b>Item</b>	<b>Total Cost (\$)</b>
Software Licensing	
Implementation and Setup	
Training	
Annual Maintenance and Support	
Optional Add-Ons	
<b>Grand Total</b>	

COMPANY'S NAME \_\_\_\_\_

**EXCEPTIONS TO SPECIFICATIONS**

**RFP #2522-P Asset Management Software**

Please list below any exceptions or clarifications to the specifications. Explain any exceptions in full.

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COMPANY NAME: \_\_\_\_\_