


**CYPRESS FAIRBANKS**  
 INDEPENDENT SCHOOL DISTRICT  
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**To:** Paula Ross  
 Assistant Superintendent of Technology Services and Information Systems

**From:** Sheila Fernley  
 Program Manager

**Date:** August 5, 2021

**Re:** Enterprise Document Management Solution #21-08-7112R-RFP  
 Seven Year Contract

The following proposals were received and opened at 1:00 p.m., Friday, May 14, 2021 as advertised and specified in documents concerning proposal #21-08-7112R-RFP Enterprise Document Management Solution. The proposals received are located on page 2.

<b>Recommendation:</b>	<b>DocuNav</b>
<b>Funding:</b>	<b>Bond Funds</b> <b>Federal Funds</b> <b>General Funds</b>
<b>Estimated Expenditure:</b>	<b>\$4,619,030.00 Years 1 - 5</b> <b>\$97,813.95 Year 6</b> <b>\$100,748.37 Year 7</b> <b>\$30,224.51 Optional 90 Day Extension</b> <b>\$727,172.52 15% Contingency</b> <hr style="width: 20%; margin: 0 auto;"/> <b>\$5,574,989.35 7 Year Estimated Expenditure with Contingency</b>
<b>Contract Term:</b>	<b>August 10, 2021 - August 9, 2026</b>
<b>Renewal:</b>	<b>Two (2) Optional One (1) Year Terms</b> <b>August 10, 2026 - August 9, 2027</b> <b>August 10, 2027 - August 9, 2028</b> <b>90 Day Transition Extension</b> <b>August 10, 2028 - November 8, 2028</b>

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Description	DocuNav Per User License Solution 1	DocuNav Site License Solution 2	Harvest Technology Group Site License
Licensing	\$963,675.00	\$1,194,556.00	\$2,424,360.00
Maintenance and Support	\$1,602,100.00	\$447,958.00	\$0.00
Hardware and Hosting	\$0.00	\$0.00	\$0.00
Implementation	\$928,245.00	\$928,245.00	\$9,880,000.00
Training	\$49,280.00	\$49,280.00	\$444,000.00
Total Before Additional Items	\$3,543,300.00	\$2,620,039.00	\$12,748,360.00
Additional Items	\$168,189.00	\$309,491.00	\$1,193,750.00
Enterprise Document Management Total	\$3,711,489.00	\$2,929,530.00	\$13,942,110.00
Scanning	\$1,689,500.00	\$1,689,500.00	\$4,118,828.00
<b>Grand Total for Best and Final Offer</b>	<b>\$5,400,989.00</b>	<b>\$4,619,030.00</b>	<b>\$18,060,938.00</b>
<b>Grand Total for Base Contract (Years 1, 2, 3, 4 &amp; 5)</b>	<b>\$5,400,989.00</b>	<b>\$4,619,030.00</b>	<b>\$18,060,938.00</b>
<b>Grand Total for Software &amp; Services for Year 6</b>	<b>\$330,555.00</b>	<b>\$97,813.95</b>	<b>\$601,751.50</b>
<b>Grand Total for Software &amp; Services for Year 7</b>	<b>\$330,555.00</b>	<b>\$100,748.37</b>	<b>\$618,439.05</b>
<b>Optional Extension for Software &amp; Services (90 Days)</b>	<b>\$99,166.50</b>	<b>\$30,224.51</b>	<b>\$185,531.71</b>
<b>Contingency</b>	<b>\$924,189.83</b>	<b>\$727,172.52</b>	<b>\$2,919,999.04</b>
<b>7 Year Estimated Expenditure with Contingency</b>	<b>\$7,085,455.33</b>	<b>\$5,574,989.35</b>	<b>\$22,386,659.30</b>