



TERRA TECHNOLOGY
GROUP

BAFO COST PROPOSAL

Statewide Web-Based Licensing / Permitting System for Nebraska Game and Parks Commission

**State of Nebraska Department of Administrative Services (DAS), Materiel
Division, State Purchasing Bureau (SPB)
RFP Number 6506 Z1; Statewide Web-Based Permit/Licensing system**

ATTN: Connie Heinrichs
Nebraska State Purchasing Bureau
1526 K Street, Suite 130, Lincoln, NE 68508

SUBMITTED BY:

Terra Technology Group
20 Wight Avenue, Suite 130
Hunt Valley, MD 21030

CONTACT PERSON:

Jeff Roberts, Chief Product Officer
410.316.2304
jroberts@terratg.com



July 26, 2021

RE: Request for Proposal Number 6506 Z1;
Statewide Web-Based Permit/Licensing system

Nebraska State Purchasing Bureau
1526 K Street, Suite 130,
Lincoln, NE 68508
ATTN: Connie Heinrichs
Email: connie.heinrichs@nebraska.gov

Dear Ms. Heinrichs,

Please see Terra Technology Group's (TTG) response to the State of Nebraska, Game & Parks Commission's request for a Best and Final Offer for RFP Number 6506 Z1.

TTG has elected not to alter the pricing submitted in our original cost proposal. Please see the attached BAFO Cost Proposal form below.

Thank you for taking the time to consider TTG. We look forward to providing outstanding solutions for the Nebraska Game and Parks Commission and your customers.

Please contact TTG's point of contact, Jeff Roberts at (443) 834-4023 or by email at jroberts@terratg.com should you have any further questions regarding our proposal.

Best regards,



Caroline Howell
President of Terra Technology Group
Chowell@terratg.com
20 Wight Ave, Hunt Valley, MD

ATTACHMENT D

BAFO COST PROPOSAL SHEET

**Attachment D
BAFO Cost Proposal Sheet
Request for Proposal 6506-Z1**

Bidder Name:

Terra Technology Group, LLC

**Attachment D- BAFO Cost Proposal Sheet
Request for Proposal 6506-Z1**

Bidder should complete all entries for highlighted fields

This contract is for a fixed price bid. All costs are to be all inclusive (including time, travel and materials). Payments will be tied to completion and acceptance of each deliverable.

Bidders shall provide their proposed costs below. Prices submitted on the cost proposal form, once accepted by the State, shall remain fixed for the first six (6) years of the contract. Any request for a price increase subsequent to the initial six (6) years of the contract shall not exceed five (5) percent of the price proposed for the period. Increases shall not be cumulative and will only apply to that period of the contract. The request for a price increase must be submitted in writing to the State Purchasing Bureau a minimum of 120 days prior to the end of the current contract period. Documentation may be required by the State to support the price increase.

It is anticipated that this will be a software as a service type arrangement with costs associated primarily on a 'per billable item'. Provisions are provided to identify one-time costs for specific overhead items and/or ongoing annual fees if needed by the contractor.

Billable Items include all permit types, stamps (Habitat, Aquatic Habitat, and Nebraska Migratory Waterfowl Stamp), NebraskaLand Magazine. A list of current billable permit items and 2020 sales history is below. For scoring purposes, the 2020 figures provide below will be used to calculate cost. See Attachment E for the Billable Items List.

For purposes of this RFP, we will use the following figures:

- 2020 Online/Mobile Billable Items Sold = 700,000
- 2020 External Agent Billable Item Sold = 350,000
- 2020 NGPC Internal Agent Billable Item Sold = 350,000
- 2020 Draw and Lottery Applications Billable Item Sold = 30,000
- 2020 Resale Billable Item Sold = 2,000
- 2020 Periodicals Billable Item Sold = 12,000
- 2020 Periodicals Billable Item Sold = 12,000
- Billable Item- Gift card sales = projected estimate of 1,000
- Billable Item sold via phone by Contractor = projected estimate of 500

Attachment D
BAFO Cost Proposal Sheet
Request for Proposal 6506-Z1

Description		Initial Contract Period – Year One	Initial Contract Period – Year Two	Initial Contract Period – Year Three	Initial Contract Period – Year Four	Initial Contract Period – Year Five	Initial Contract Period – Year Six
Annual Software Subscription Fee							
Test Environment							
Production System							
Configuration		\$ 200,000.00	0	0	0	0	0
Data Conversion – Configuration & Testing		\$ 200,000.00	0	0	0	0	0
Data Conversion – Final before Go-Live			0	0	0	0	0
Implementation and testing		\$ 200,000.00	0	0	0	0	0
Go-Live		\$ 300,000.00	0	0	0	0	0
Annual Hosting Fee							
Annual Support and maintenance							
Billable item sold Online/Mobile	EA		\$ 1.25	\$ 1.25	\$ 1.25	\$ 1.25	\$ 1.25
	QTY	700,000	700,000	700,000	700,000	700,000	700,000
	TOTAL	\$0.00	\$875,000.00	\$875,000.00	\$875,000.00	\$875,000.00	\$875,000.00
Billable item sold by internal agent	EA						
	QTY	350,000	350,000	350,000	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Billable item sold by external agent	EA						
	QTY	350,000	350,000	350,000	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Billable item- Gift card sales	EA						
	QTY	1,000	1,000	1,000	1,000	1,000	1,000
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Billable item sold via phone by Vendor	EA						
	QTY	500	500	500	500	500	500
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Billable draw application sold	EA		\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75	\$ 0.75
	QTY	30,000	30,000	30,000	30,000	30,000	30,000
	TOTAL	\$0.00	\$22,500.00	\$22,500.00	\$22,500.00	\$22,500.00	\$22,500.00
Billable Resale Items	EA						
	QTY	2,000	2,000	2,000	2,000	2,000	2,000
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Billable Periodicals	EA						
	QTY	12,000	12,000	12,000	12,000	12,000	12,000
	TOTAL	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Calculated Annual Cost for INITIAL CONTRACT TERM		\$ 900,000.00	\$ 897,500.00	\$ 897,500.00	\$ 897,500.00	\$ 897,500.00	\$ 897,500.00

Attachment D
BAFO Cost Proposal Sheet
Request for Proposal 6506-Z1

RENEWAL PERIODS

Description		FIRST Renewal Period – Year One	FIRST Renewal Period – Year Two	FIRST Renewal Period – Year Three
Annual Software Subscription Fee	YR			
Test Environment	YR			
Production System	YR			
Annual Hosting Fee	YR			
Annual Support and maintenance	YR			
Billable item sold Online/Mobile	EA	\$ 1.31	\$ 1.31	\$ 1.31
	QTY	700,000	700,000	700,000
	TOTAL	\$918,750.00	\$918,750.00	\$918,750.00
Billable item sold by Internal agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold by external agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item- Gift card sales	EA			
	QTY	1,000	1,000	1,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold via phone by Vendor	EA			
	QTY	500	500	500
	TOTAL	\$0.00	\$0.00	\$0.00
Billable draw application sold	EA	\$ 0.79	\$ 0.79	\$ 0.79
	QTY	30,000	30,000	30,000
	TOTAL	\$23,625.00	\$23,625.00	\$23,625.00
Billable Resale Items	EA			
	QTY	2,000	2,000	2,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable Periodicals	EA			
	QTY	12,000	12,000	12,000
	TOTAL	\$0.00	\$0.00	\$0.00
Calculated Annual Cost		\$942,375.00	\$942,375.00	\$942,375.00

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BAFO Cost Proposal Sheet
Request for Proposal 6506-Z1

RENEWAL PERIODS

Description		SECOND Renewal Period – Year One	SECOND Renewal Period – Year Two	SECOND Renewal Period – Year Three
Annual Software Subscription Fee	YR			
Test Environment	YR			
Production System	YR			
Annual Hosting Fee	YR			
Annual Support and maintenance	YR			
Billable item sold Online/Mobile	EA	\$ 1.38	\$ 1.38	\$ 1.38
	QTY	700,000	700,000	700,000
	TOTAL	\$964,687.50	\$964,687.50	\$964,687.50
Billable item sold by Internal agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold by external agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item- Gift card sales	EA			
	QTY	1,000	1,000	1,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold via phone by Vendor	EA			
	QTY	500	500	500
	TOTAL	\$0.00	\$0.00	\$0.00
Billable draw application sold	EA	\$ 0.83	\$ 0.83	\$ 0.83
	QTY	30,000	30,000	30,000
	TOTAL	\$24,806.25	\$24,806.25	\$24,806.25
Billable Resale Items	EA			
	QTY	2,000	2,000	2,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable Periodicals	EA			
	QTY	12,000	12,000	12,000
	TOTAL	\$0.00	\$0.00	\$0.00
Calculated Annual Cost		\$989,493.75	\$989,493.75	\$989,493.75

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RENEWAL PERIODS

Description		THIRD Renewal Period – Year One	THIRD Renewal Period – Year Two	THIRD Renewal Period – Year Three
Annual Software Subscription Fee	YR			
Test Environment	YR			
Production System	YR			
Annual Hosting Fee	YR			
Annual Support and maintenance	YR			
Billable item sold Online/Mobile	EA	\$ 1.45	\$ 1.45	\$ 1.45
	QTY	700,000	700,000	700,000
	TOTAL	\$1,012,921.88	\$1,012,921.88	\$1,012,921.88
Billable item sold by Internal agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold by external agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item- Gift card sales	EA			
	QTY	1,000	1,000	1,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold via phone by Vendor	EA			
	QTY	500	500	500
	TOTAL	\$0.00	\$0.00	\$0.00
Billable draw application sold	EA	\$ 0.87	\$ 0.87	\$ 0.87
	QTY	30,000	30,000	30,000
	TOTAL	\$26,046.56	\$26,046.56	\$26,046.56
Billable Resale Items	EA			
	QTY	2,000	2,000	2,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable Periodicals	EA			
	QTY	12,000	12,000	12,000
	TOTAL	\$0.00	\$0.00	\$0.00
Calculated Annual Cost		\$1,038,968.44	\$1,038,968.44	\$1,038,968.44

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RENEWAL PERIODS

Description		FOURTH Renewal Period – Year One	FOURTH Renewal Period – Year Two	FOURTH Renewal Period – Year Three
Annual Software Subscription Fee	YR			
Test Environment	YR			
Production System	YR			
Annual Hosting Fee	YR			
Annual Support and maintenance	YR			
Billable item sold Online/Mobile	EA	\$ 1.52	\$ 1.52	\$ 1.52
	QTY	700,000	700,000	700,000
	TOTAL	\$1,063,567.97	\$1,063,567.97	\$1,063,567.97
Billable item sold by Internal agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold by external agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item- Gift card sales	EA			
	QTY	1,000	1,000	1,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold via phone by Vendor	EA			
	QTY	500	500	500
	TOTAL	\$0.00	\$0.00	\$0.00
Billable draw application sold	EA	\$ 0.91	\$ 0.91	\$ 0.91
	QTY	30,000	30,000	30,000
	TOTAL	\$27,348.89	\$27,348.89	\$27,348.89
Billable Resale Items	EA			
	QTY	2,000	2,000	2,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable Periodicals	EA			
	QTY	12,000	12,000	12,000
	TOTAL	\$0.00	\$0.00	\$0.00
Calculated Annual Cost		\$1,090,916.86	\$1,090,916.86	\$1,090,916.86

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RENEWAL PERIODS

Description		FIFTH Renewal Period – Year One	FIFTH Renewal Period – Year Two	FIFTH Renewal Period – Year Three
Annual Software Subscription Fee	YR			
Test Environment	YR			
Production System	YR			
Annual Hosting Fee	YR			
Annual Support and maintenance	YR			
Billable item sold Online/Mobile	EA	\$ 1.60	\$ 1.60	\$ 1.60
	QTY	700,000	700,000	700,000
	TOTAL	\$1,116,746.37	\$1,116,746.37	\$1,116,746.37
Billable item sold by Internal agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold by external agent	EA			
	QTY	350,000	350,000	350,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item- Gift card sales	EA			
	QTY	1,000	1,000	1,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable item sold via phone by Vendor	EA			
	QTY	500	500	500
	TOTAL	\$0.00	\$0.00	\$0.00
Billable draw application sold	EA	\$ 0.96	\$ 0.96	\$ 0.96
	QTY	30,000	30,000	30,000
	TOTAL	\$28,716.34	\$28,716.34	\$28,716.34
Billable Resale Items	EA			
	QTY	2,000	2,000	2,000
	TOTAL	\$0.00	\$0.00	\$0.00
Billable Periodicals	EA			
	QTY	12,000	12,000	12,000
	TOTAL	\$0.00	\$0.00	\$0.00
Calculated Annual Cost		\$1,145,462.70	\$1,145,462.70	\$1,145,462.70

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Hardware Costs

The NGPC currently uses its own hardware and requires external agents to supply their own and allows for hunt/fish permits to be printed on plain 8.5 X 11 paper. The only special stock used is for park entry permit window stickers which are printed under contract and distributed to agents. If the bidder's solution requires equipment, use this page to identify costs.

The bidder should provide costs for any additional supplemental or specialized hardware equipment that NGPC might need to purchase. Please provide a list of the supplemental or specialized hardware needed, including cost per item. At renewal time, rates may increase by no more than 5%.

Include costs for the following items or any other items that are needed to be a part of bidder's solution.

Supplemental or Specialized Hardware/Equipment Pricing Spreadsheet	Specify Qty (0-200)	Initial Contract Period Cost per unit	First Optional Renewal Cost per Unit	Second Optional Renewal Cost per Unit	Third Optional Renewal Cost per Unit	Fourth Optional Renewal Cost per Unit	Fifth Optional Renewal Cost per Unit
Thermal Receipt Printer							
Cash Drawer							
Bar Code Scanner							
Cash Register/Computer							
Other (specify)							
Other (specify)							

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Optional Services:

Work may be needed that was not originally delineated in this RFP, but considered within the scope of work. This additional work may stem from Legislative mandates, emerging technologies, secondary research, and/or Regulations and Orders not otherwise addressed in this RFP or known at the time this RFP was issued. If additional work is needed, the Contractor must submit a detailed Scope of Work, Title/Role(s), number of hours, and due dates/deliverables for NGPC review and approval.

The bidder must list each role/title and provide an hourly rate. There is no guarantee regarding the number of hours that will be used. These rates are fixed for the initial term of the contract. At renewal time, rates may increase by no more than 5% with supporting justification to justify increase.

The bidder should provide the hourly rate for each Title/Role used to complete optional services.

Role/Title*	Hourly Rate
Project Manager	\$ 144.00
Business Analyst	\$ 120.00
Marketing and R3 Coordinator	\$ 144.00
Sr. Applications Developer	\$ 156.00
Applications Developer	\$ 120.00
Database Developer	\$ 115.00
User Experience Designer	\$ 132.00
Quality Assurance Analyst	\$ 96.00

Role/Title*	Hourly Rate
Systems Administrator	\$ 108.00
Database Administrator	\$ 120.00
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -
	\$ -

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Actual travel expenses will be billed separately so the quoted rates must not include those expenses. Travel must be authorized before it occurs. Travel expense to be reimbursed will be as defined by the State's travel reimbursement policies. It is the contractor and subcontractor's responsibility to understand the State's policies regarding travel reimbursement.

Sales Channel	2020 Sold Permit	QTY
Online	Big Game - Deer/Antelope/Elk	132,573
Online	Paddlefish	1,815
Online	Park Entry Permit (Annual/Duplicate)	65,017
Online	Park Entry Permit (Daily)	29,389
Online/Mobile	Hunt/Fish/Fur Permit (daily, annual, multiyear, lifetime)	163,615
Online/Mobile	Big Game - Turkey	28,256
Online/Mobile	Certificates (Hunter Education, Apprentice)	10,809
Online/Mobile	Magazine	1,280
Online/Mobile	Reprint any Permit	2,560
Online/Mobile	Stamps (Aquatic Habitat, Habitat, Waterfowl, Federal Duck, nonresident boat AIS)	254,139
	Sub Total	689,453
External Agent	Hunt/Fish/Fur Permit (daily, annual, multiyear, lifetime)	109,451
External Agent	Certificates (Hunter Education, Apprentice)	10
External Agent	Park Entry Permit (Annual/Duplicate)	90,477
External Agent	Park Entry Permit (Daily)	22,585
External Agent	Reprint any Permit	465
External Agent	Stamps (Aquatic Habitat, Habitat, Waterfowl, Federal Duck, nonresident boat AIS)	110,665
	Sub Total	333,653
Internal Agent	Hunt/Fish/Fur Permit (daily, annual, multiyear, lifetime)	16,284
Internal Agent	Park Entry Permit (Annual/Duplicate)	73,271
Internal Agent	Big Game - Deer/Antelope/Elk	10,522
Internal Agent	Big Game - Turkey	1,057
Internal Agent	Certificates (Hunter Education, Apprentice)	131
Internal Agent	Magazine	6,398
Internal Agent	Paddlefish	63
Internal Agent	Park Entry Permit (Daily)	218,930
Internal Agent	Reprint any Permit	45
Internal Agent	Stamps (Aquatic Habitat, Habitat, Waterfowl, Federal Duck)	17,112
	Sub Total	343,813
Draw/Online	Application with Buddy (Paddlefish, Elk, Deer, Antelope)	1,664
Draw/Internal Agent	Application with Buddy (Paddlefish, Elk, Deer, Antelope)	70
Draw/Online	Application without Buddy (Paddlefish, Elk, Deer, Antelope)	16,412
Draw/Internal Agent	Application without Buddy (Paddlefish, Elk, Deer, Antelope)	1,121
Draw/Online	Lottery Application	11,192
Draw/Internal Agent	Lottery Application	167
	Sub Total	30,626
Draw/Internal Agent	Auction Permit	5
	Sub Total	5
	Grand Total	1,397,550