

CIRM Contract Approval Form

Contractor/Contract Name	Arlington Group																				
Description of services	A contract with the Arlington Group to purchase a Grants Management system. It includes software license, configuration and implementation services, user training and co-location hosting.																				
Explanation of reasons for needing service	CIRM is a new agency, with no history or legacy, and with a fixed ten-year lifespan. Because we are new, we don't know exactly what types of grants we will award in the future. Our grants could encompass everything from small-scale training grants, up to clinical trials. As such, our Grant Management System must be extremely flexible and customizable. Flexible in that each type of grant has different requirements for data tracking, progress reporting, the complexity of the application form(s), etc. Customizable because different scales of grant complexity have different user interface requirements in order to preserve ease of use.																				
Length of time to perform service(s)	5/15/2006-12/31/2014.																				
Payment terms	<p>One Time Fees: Core, Application, Review, Grants Management, and Progress Reports Modules</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Initial Software License Fee</td> <td style="text-align: right;">\$ 84,750.00</td> </tr> <tr> <td style="padding-left: 20px;">Third Party tools for PDQueue – Initial Software Fee</td> <td style="text-align: right;">\$ 2,675.00</td> </tr> <tr> <td style="padding-left: 20px;">User Training, Online Help, User Documentation</td> <td style="text-align: right;">\$ 9,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Estimated Configuration & Implementation Services</td> <td style="text-align: right;">\$ 94,000.00</td> </tr> <tr> <td style="padding-left: 20px;">Co-location Setup Fee (If the Institute chooses to outsource hosting to AG)</td> <td style="text-align: right;">\$ 2,800.00</td> </tr> <tr> <td style="padding-left: 20px;">Total Initial Fees</td> <td style="text-align: right;">\$ 193,225.00</td> </tr> </table> <p>Annual Fees - begin at rollout:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding-left: 20px;">Annual Co-location Hosting & Managed Services Fee (If the Institute chooses to outsource hosting to AG)</td> <td style="text-align: right;">\$ 26,952.00</td> </tr> <tr> <td style="padding-left: 20px;">Annual Software License, Maintenance and Support Fee</td> <td style="text-align: right;">\$ 12,713.00</td> </tr> <tr> <td style="padding-left: 20px;">Annual Licensing/Support for Third Party Tools</td> <td style="text-align: right;">\$ 786.00</td> </tr> <tr> <td style="padding-left: 20px;">Total Ongoing Annual Fees</td> <td style="text-align: right;">\$ 40,451.00</td> </tr> </table> <p>Total Fees for 1st Year \$233,676.00</p>	Initial Software License Fee	\$ 84,750.00	Third Party tools for PDQueue – Initial Software Fee	\$ 2,675.00	User Training, Online Help, User Documentation	\$ 9,000.00	Estimated Configuration & Implementation Services	\$ 94,000.00	Co-location Setup Fee (If the Institute chooses to outsource hosting to AG)	\$ 2,800.00	Total Initial Fees	\$ 193,225.00	Annual Co-location Hosting & Managed Services Fee (If the Institute chooses to outsource hosting to AG)	\$ 26,952.00	Annual Software License, Maintenance and Support Fee	\$ 12,713.00	Annual Licensing/Support for Third Party Tools	\$ 786.00	Total Ongoing Annual Fees	\$ 40,451.00
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Total Ongoing Annual Fees	\$ 40,451.00																				
Projected total expenditures	\$233,676 for 1 st year and \$722,000 over the lifetime of the contract.																				
Explanation of how contractor was chosen	After spending the last several months analyzing the marketplace, both commercial and proprietary, for grant application and management systems, it is clear that the Arlington Group's Easygrants system is the solution that would best meet our needs. None of the other offerings we researched handle the full gamut of our requirements, especially in the areas of flexibility, support, and post-award management and accounting. Its flexible nature ensures that the system will grow with us in the future. And as the only system that allows us access to the source code for the entire system, it protects us against future developments with the Arlington Group.																				
Governance Subcommittee																					

Agenda Item # 4 B
5/19/06 Governance Subcomm Meeting

approval date	
ICOC Board approval date	