

Quote Good  
Aug 29, 2025

Proposal for:  
**Village of Poplar Grove, Boone County IL**  
May 02, 2025  
Quoted by: Nathan Holder

**Software and Services for BS&A Cloud Upgrade**



*Thank you for the opportunity to quote our software and services.*

*At BS&A, we are focused on delivering unparalleled service, solutions, support, and customer satisfaction. You'll see this in our literature, but it's not just a marketing strategy... it's a mindset deeply embedded in our DNA. Our goal is to provide such remarkable customer service that our customers feel compelled to remark about it.*

*We are extremely proud of the many long-term customer relationships we have built. Our success is directly correlated with putting the customer first and consistently choosing to **listen**. Delivering unparalleled customer service is the foundation of our company.*

## Cost Summary

Software is licensed for use only by municipality identified on the cover page. If used for additional entities or agencies, please contact BS&A for appropriate pricing. Prices subject to change if the actual count is significantly different than the estimated count. Module fees are charged annually and include unlimited support.

### Upgrade - Cloud Modules – Annual Fee

#### Financial Management

GL-General Ledger	\$2,555.00
AP-Account Payable	\$2,085.00
CR-Cash Receipting	\$2,320.00
AR-Account Receivables	\$1,940.00
Total	\$8,900.00

#### Personnel Management

PR-Payroll	\$3,480.00
Total	\$3,480.00

#### Utility Billing

UB Non energy	\$1,920.00
Total	\$1,920.00

<b>Subtotal</b>	<b>\$14,300.00</b>
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**BS&A Online** - Fees for BS&A Online subscription services will be charged at the next renewal period.

Public Records Search + Online Bill Pay  
With use of integrated Credit Card Processor

### New Purchase - Cloud Modules - Annual Fee

#### Financial Management

PO-Purchase Order	\$2,035.00
Total	\$2,035.00

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**Community Development**

BD-Building Department

\$4,175.00

*Annual Fee*

Total

\$4,175.00

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**BS&A Online**

CD-Building

\$1,760.00

*Annual Fee*

Total

\$1,760.00

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**Subtotal****\$7,970.00**

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**Data Conversions/Database Setup**

BD-Manual Database Setup

\$3,300.00

Setup of Permit and Enforcement Types, Fee Schedules

Total

\$3,300.00

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**Data Conversions/Database Setup**

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**No Conversion or Database Setup for:**

PO-Purchase Order

CD-Building

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**Custom Import**

Custom import from third-party software to populate Building Department database with parcels, properties, and current owners.

**\$1,500.00**

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**Upgrade Implementation****Services include:**

- Management of your upgrade by our dedicated upgrade team for a smooth shift from .NET to cloud-based software, minimizing disruption
- Project schedule aligned with your processes and needs, ensuring a seamless transition timeline
- Expedited upgrade to cloud capturing existing process to minimize demands required of client teams
- Onboarding planned around critical process dates, ensuring your team is well-prepared for effective cloud software utilization
- Central contact for streamlined communication between project leaders, developers, IT staff, and conversion resources
- Testing and implementation of existing municipal customizations prior to go-live, preserving functionality and ensuring critical components are converted

- Preliminary data conversion with attachments, mirroring final conversion for a smooth transition
- Thorough data verification for all modules, ensuring accuracy and reliability of converted data, including automated balancing
- Key module validation managed by dedicated upgrade team (vs. customer in previous methodology), including testing of parallel processes
- Migration of key custom user-based designed reports handled out-the-box, enabling seamless access to critical insights.
- As needed, transition from .NET Online Payments to cloud architecture configuration for uninterrupted payment processing.
- Automated scaffolding of users and security roles based on your previous configurations
- Conversion of approval workflows based on role-based security, maintaining established processes
- As needed, configuration of existing hardware (barcode scanners, etc.) for seamless integration with cloud environment
- Documentation of our standard processes, facilitating easy access to essential information
- Upgrade training
- Prioritized response post go-live for 2 weeks from the upgrade team
- 3 post go-live survey touch points to check-in on post-go live experience
- Remote go-live assistance and remote office hours for a successful transition to the cloud-based software
- Travel not expected, but any necessary travel would be billed at a per trip and/or per day cost

**\$30,000.00**

### New Module Project Management and Implementation Planning

#### Services include:

- Analyzing customer processes to ensure all critical components are addressed.
- Creating and managing the project schedule in accordance with the customer's existing processes and needs.
- Planning and scheduling training around any planned process changes included in the project plan.
- Modifying the project schedule as needed to accommodate any changes to the scope and requirements of the project that are discovered.
- Providing a central contact between the customer's project leaders, developers, trainers, IT staff, conversion staff, and other resources required throughout the transition period.
- Installing the software and providing IT consultation for network, server, and workstation configuration and requirements.
- Reviewing and addressing the specifications for needed customizations to meet customer needs (when applicable).

**Total**

**\$8,525.00**

### New Module Implementation and Training

- \$1,100/day
- Days quoted are estimates; you are billed for actual days used
- Training days quoted/billed in full day increments only

#### Services include:

- Setting up users and user security rights for each application
- Performing final process and procedure review
- Configuring custom settings in each application to fit the needs of the customer
- Setting up application integration and workflow methods
- Onsite verification of converted data for balancing and auditing purposes
- Training and Go-Live



### Setup Days

ITS Setup - FM	Setup Days: 1	\$1,100.00
ITS Setup - CD	Setup Days: 2	\$2,200.00
Total Setup Days: 3		Subtotal: \$3,300.00

### Training Days

ITS Training - FM	Training Days: 3	\$3,300.00
ITS Training - CD	Training Days: 7	\$7,700.00
ITS Training - BSAO	Training Days: 2	\$2,200.00
Total Training Days: 12		Subtotal: \$13,200.00
<b>Total Days: 15</b>		<b>Total: \$16,500.00</b>

### Cost Totals

Upgrade Modules – Annual Fee	Subtotal	\$14,300.00
Cloud New Purchase – Annual Fee	Subtotal	\$7,970.00
Data Conversions/Database Setup	Subtotal	\$3,300.00
Custom Import	Subtotal	\$1,500.00
Upgrade Implementation	Subtotal	\$30,000.00
Project Management and Implementation Planning	Subtotal	\$8,525.00
Implementation and Training	Subtotal	\$16,500.00

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<b>Total Proposed</b>	<b>\$82,095.00</b>
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**Estimated Travel Expenses are NOT outlined in this proposal. The final invoice will reflect actual expenses following the completion of all training activities based on the Federal Guidelines described below.**

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\$160/\$185/\$225 per day hotel, varies by state  
\$90 per day car rental  
\$70 per day meals  
\$730 per trip airfare/related expenses  
\$0.70/mile round trip for drive distance

## BS&A Online

### Connection Requirements

BS&A Cloud modules require a high-speed internet connection (cable modem or DSL).

### Payment Schedule

- 1<sup>st</sup> Payment: **\$26,825** to be invoiced upon execution of this agreement.
- 2<sup>nd</sup> Payment: **\$14,300** to be invoiced upon activation of customer's site for upgrade modules. *6 months later*
- 3<sup>rd</sup> Payment: **\$15,000** to be invoiced upon completion of upgrade implementation.
- 4<sup>th</sup> Payment: **\$7,970** to be invoiced upon activation of new modules.
- 5<sup>th</sup> Payment: **\$16,500** to be invoiced upon completion of new module training.

# Security Responsibilities

Category	On-Premise	Cloud
Infrastructure Management	Municipality	Vendor
User Permissions & Access Control	Municipality	Shared
Incident Response Preparedness	Municipality	Shared
Offsite Backups	Municipality	Vendor
Endpoint Security	Municipality	Municipality
Secure and Redundant Internet	Municipality	Municipality
Firewalls & Network Segmentation	Municipality	Vendor
Intrusion Detection and Prevention Systems (IDPS)	Municipality	Vendor
Web Application Firewalls (WAF)	Municipality	Vendor
Secure Remote Access	Municipality	Shared
Data Protection (Encryption, Backups)	Municipality	Shared
Patch Management	Municipality	Vendor
Continuous Monitoring (SIEM)	Municipality	Shared
Audits & Penetration Testing	Municipality	Shared
Regulatory Compliance	Municipality	Shared
Security Awareness Training	Municipality	Municipality
Backup & Disaster Recovery	Municipality	Vendor
Monitoring & Threat Detection	Municipality	Vendor
Scalability	Municipality	Vendor
Software Updates	Municipality	Vendor
Performance Monitoring	Municipality	Vendor
Disaster recovery	Municipality	Vendor
Support and Maintenance	Municipality	Vendor
Vulnerability Management	Municipality	Shared
DDoS Mitigation	Municipality	Vendor
Penetration Testing	Municipality	Shared
Secure Application Development	Municipality	Shared