

Appendix 1

Statement of Work - Enterprise Electronic Signature Solution

The total estimated cost of this initiative will be approximately \$560,064* over three (3) years as follows:

\$503,870 in capital expenditure to be funded through account number 715527-20527 over three fiscal years and \$56,194 in operating expenditure to be funded through account number 715516-22549 over the same period.

Costs Considerations

- The onboarding costs are built into the Software-as-a-Service costs, which will be approximately \$143,606 for the first year of the contract.
- The ongoing support and maintenance will be approximately \$18,731 per annum.
- Overage/Usage Fees for the eSignature Standard Edition - Envelope Subs. (Per Transaction): \$4.96

Additional Considerations

The City has negotiated substantive discounts from the vendor. At any time during the Term, the City will have the option to purchase additional eSignature Standard Edition - Envelope Subscriptions, in minimum bundles of 500, at the rate of \$1.782 CAD per Envelope, exclusive of support, for use during the Order Term. This add-on pricing applies to up to 100,000 Envelopes in aggregate.

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Deliverable	Term	Quantity	Net Prices
eSignature Standard Edition - Envelope Subs	3 Years	150,000	267,300
Premier Support	3 Years	1	56,194
Adoption Quick Start	1 Year	1	-
eSignature Access Management w/SSO – Per Envelope	3 Years	150,000	107,325
Single sign-On Implementation services	3 months	1	-
GRAND TOTAL			\$430,819

Additional contingency of 30% is recommended, to facilitate upgrades and expansions as needed, which will bring the total estimated cost of this initiative to \$560,064.