

Response to Request for Proposal
CRFP 0201 SEC2600000001

One-Stop-Shop Permitting Portal for State of West Virginia

December 4, 2025

Cost Proposal

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Chief Executive Officer



Category	Description	Unit/Qty	Rate per year	Total Cost for 3 years	Vendor Notes
One-time Setup Charge	For Appian Cloud environment	1	\$2,588.40	\$2,588.40	A one time cloud setup fee for Appian Development, Test, and Production instances in Year 1. This assumes a Technical Delivery Manager (TDM) working alongside the BlueBlade team for the first 3 months of Year 1; a full NavLabs pod of a TDM, Solution Architect, Lead Developer, Senior Developer, and Associate Developer for the next 6 months of Year 1; and a focused NavLabs pod of a TDM, Lead, Senior and Associate in the final 3 months of Year 1, Year 2, and Year 3.
Implementation Fee	Configuration, onboarding, and training	1	\$989,280/year 1 \$1,121,040/years 2 and 3	\$3,231,360	Year 1 includes critical path to get portal live by Jan 2027 due date. Years 2 and 3 include additional data migration, retention, and archiving; additional training needed; implementation of remainder of agencies that weren't critical for Jan 2027 go-live; system and performance optimization; multilingual enhancements; retirement of legacy systems; and any nice-to-have enhancements.
One-time Blueblade Translation and Implementation Fee	\$50/page of regulations translated and imported, includes logic deployment, staff training, and hypercare during logic validation	Determined by Customer (e.g. Annual HVAC Technician Licensure has 13 pages of applicable regulations in the WV Code)	\$50/page of applicable regulations	Determined by Customer (e.g. Blueblade Translation and Implementation Fee would be \$650 for Annual HVAC Technician Licensure based on the estimated number of applicable pages)	The features of the Appian Software available to Advanced Users are set out at docs.appian.com. Authorizes the licensed individual to use the software on one application as defined in the license grant which should have three elements, (1) the definition 500 users per month, 12 month period of performance, \$52.0833 per user Appian Corporation - 403-13002
Annual License Fee	Recurring license for platform usage	1 year	\$312,500.04/year	\$937,500.12	This represents Appian license fees for 3 years. This does not include an estimated 5% licensing uplift in the optional years 4, 5, and 6 following the initial 3-year term.
Blueblade Annual License Fee	Usage-based annual subscription fee for Blueblade platform, calculated based on the historical average of total annual submittals for all regulated activities hosted on Blueblade. No mid-term overage charges, but submittal base will be increased in following cycle	75,277 (total volume listed in Addendum 2)* *95 regulated activities listed in Addendum 2 do not have annual counts provided; annual counts for these activities will be added to the total volume to determine final subscription price	\$15/submittal/year \$1,129,155/year*	\$3,387,465*	*Subscription will be increased based on provided values for currently unavailable counts in Addendum 2
Maintenance	System updates, and ongoing maintenance	1 year	\$87,500.04/year	\$262,500.12	Professional-level Success Plan (25%) Maintenance Support for cloud customers. The published \$0.01 price is not the Customer's final price. The purchase price of the Success Plan is based on a Commercial List Price that is 25% of total current license Appian Corporation - 403-86003
Unlimited Users	Platform access for unlimited internal/external users	Included	Included	No additional cost	This represents elevated Professional support, which is called a Professional Success Plan from Appian: https://appian.com/support/resources/success-plans
Customer Support	Email/chat support, knowledge base, ticketing system	1 year	Included	No additional cost	Included as part of the annual licensing fees.
Call Center Support	Dedicated phone support for agencies and public inquiries	1 year	Included	No additional cost	Included as part of the annual maintenance fees.
Internal Users	Staff/admin access across agencies	500	Included	No additional cost	Included as part of the maintenance fees.
External Users (Minimal)	Public-facing portal for applicants, businesses, and citizens	100,000 users/month	\$37,500/year	\$112,500	Included as part of the annual licensing fees. A Minimal User may use the licensed application under either of the following limitations: (i) the User uses the application solely for the purpose of completing a single Appian form and viewing the status of the User's submission or (ii) An external use 100,000 users per month, 12 month period of performance, \$0.03125 per user Appian Corporation - 403-13007
Data Migration	Import of legacy digital data into new system	Included	\$X.XX/GB	No additional cost	This represents certain external users that will need to save drafts and re-access their forms for further information after submission. We can decommission and recommission users, scale this number up or down, etc as needed based on usage.
Paper to Digital Migration	Scanning, digitization, and indexing of paper records	At least one agency will require full digital transition	\$X.XX/unit	No additional cost	Included as part of the professional services implementation delivery. NavLabs team uses an agile approach to deliver prioritized requirements which includes migration activities, system hardening, and testing.
Optional Add-Ons					
Add-On	Description	Rate	Total Cost for 3 years		
Agency Expansion	Support for onboarding additional agencies beyond initial 9	\$X,.XX/agency			
Blueblade Expansion Fee	Translation and onboarding of regulatory administered by new agency	\$50/regulatory page			

Blueblade Additional Annual License	Additional review automation fee for annual submittals to new agency	\$15/submittal		
Onboarding Additional Agencies	API connections to third-party systems (e.g., CRM, payment gateways)	\$X.XX/system		
Creating additional custom workflows	Automated alerts for users and admins	\$X.XX/year		
License/Permit Types	Configuration of multiple license/permit workflows in addition to initial setup	\$X.XX/type		
E-Signature Integration	Digital signatures for applications and approvals	\$X.XX/year		
Storage	Storage of documents and Hosting of System, should the State elect not to transition to its own cloud storage	\$705.24/year	\$2,115.72	This is AWS S3 storage based on an estimate of 390k annual transactions needing 1.95TB/year and 12TB of historical records. This can scale up or down based on actual storage needed.

Suggested Payment Schedule

The proposed payment schedule is structured to align with NavLabs' Agile Scrum methodology, ensuring that financial milestones directly correspond to the delivery of tangible value. Development features are jointly prioritized by State business stakeholders, the State Product Owner, and the NavLabs development team, with payment milestones triggered by the successful completion of these agreed-upon feature sets. While the high-level plan is established at the outset, the specific features and associated target completion dates will be maintained and refined within the Client's Project Management tool (NavLabs recommends JIRA). As the project plan evolves through Agile iteration, this tool will serve as the single source of truth for all feature definitions, schedules, and delivery timelines. Please note that the milestone payments outlined in this section apply exclusively to professional services costs; software licensing costs are itemized separately above.

26.01	8.33% Year 1 - Kick-Off And Blue Blade Regulatory Translation Start
26.02	8.33% Year 1 - BlueBlade Continued Translation
26.03	8.33% Year 1 - BlueBlade Continued Translation and BlueBlade Onboarding
26.04	8.33% Year 1 - BlueBlade Validation, UAT and Overall Solution Customization
26.05	8.33% Year 1 - Continued Customization
26.06	8.33% Year 1 - Continued Customization
26.07	8.33% Year 1 - Continued Customization
26.08	8.33% Year 1 - Continued Customization
26.09	8.33% Year 1 - Continued Customization
26.10	8.33% Year 1 - Solution Customization and Hardening
26.11	8.33% Year 1 - Solution Hardening and UAT
26.12	8.33% Year 1 - MVP Solution Go-Live

NavLabs

Vendor Name



Authorized Signature

12/3/25

Date