

Library Software Costs Comparison Worksheet

This is designed to help you effectively compare COTS (Commercial, Off The Shelf) software with FOSS software, including the tangible costs (Total Cost of Ownership, TCO) and the intangible (or consequential) costs and benefits. You can of course add more columns to compare more potential software solutions.

Total Cost of Ownership	COTS Solution	FOSS Solution
Software Purchase Price		
Upgrades, additions and localisation		
Licensing and Fees		
Hardware Purchase Price		
Installation and Data Migration		
Maintenance		
Troubleshooting		
Support Tools		
Project management time		
Systems engineering / development time		
Systems administration time		
Vendor management time		
Other administration time		
Training		
De-installation		
Security		
Downtime		
Total Tangible Costs (A)		

Library Software Costs

Intangible Costs / Benefits	COTS Solution	FOSS Solution
Peer Support		
Cost redistribution		
Cost of training / skills investment		
Organisational risk		
Skills training (externally funded)		
Economies of scale		
Adaptability		
Long term investment		
The advantages to library users		
Total Intangible Costs / Benefits (B)		
OVERALL COST OF SOFTWARE A+B		

This Worksheet is taken from the EIFL FOSS Library Directors Advocacy Resource http://xerte5.techdis.palepurple.co.uk/play_7687 and is adapted from: Murrain, M. (2007) Choosing and Using Free and Open Source Software: A Primer for Nonprofits. NOSI <http://nosi.net/system/files/NOSIPrimer2.0.pdf>

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