



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at ***wvOASIS.gov***. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at ***WVPurchasing.gov*** with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

List View

[Contact](#) | [Default Values](#) | [Docbook](#) | [Document Information](#) | [Clarification Request](#)

SO Doc Code: CRRQ

SO Dept: 0004

NO DATA OUT/5000001?

Published Date: 3/3/23

Closed Date: 3/7/25

Close Time: 12:30

State: Closed

Solicitation Description: Addendum No. 2 Cybersecurity e-Discovery
SAAS (0725112)

Total of Header Attachments: 5

Total of All Attachments: 1

Phone: 703/261-4776



Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston, WV 25305-0130

State of West Virginia
Solicitation Response

Proc Folder: 1619676		
Solicitation Description: Addendum No 2 Cybersecurity e-Discovery SAAS (OT25112)		
Proc Type: Central Contract - Fixed Amt		
Solicitation Closes	Solicitation Response	Version
2025-03-07 13:30	SR 0231 ESR02252500000005230	1

VENDOR

VS0000048198
Complete Discovery Source, Inc.

Solicitation Number: CRFQ 0231 OOT2500000017

Total Bid: 0

Response Date: 2025-02-25

Response Time: 19:25:21

Comments:

FOR INFORMATION CONTACT THE BUYER
Toby L Welch
(304) 558-8802
toby.l.welch@wv.gov

Vendor
Signature X

FEIN#

DATE

All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Contract Services: e-Discovery System				0.00

Comm Code	Manufacturer	Specification	Model #
43231511			

Commodity Line Comments:

Extended Description:

Please see the attached Exhibit A Pricing Page
Please note: Vendor must provide Exhibit A Pricing Page with their submitted bid response. Failure to do so will result in disqualification of your bid.

**EXHIBIT A – Pricing Page
eDiscovery SaaS - (OT25112)**

Section	Description	Unit of Measure	Estimated Quantity	Unit Cost	Extended Cost
4.1.1	Contract Item #1: Unlimited Concurrent user license for e-discovery SaaS	LS	1.00	\$ 5,000.00	\$ 5,000.00
4.1.2	Contract Item #2: One (1) Gigabyte Data e-Discovery SaaS usage Monthly Charge(data must rounded to the nearest whole gigabyte for billing/ auditing purposes see section 4.1.9)	EA	100.00	\$ 7.00	\$ 700.00
4.1.7	Contract Item #3: Live individualized Agency virtual training session for up to 25 users per session (See specifications section 4.1.7 for further details)	EA	1.00	\$ 250.00	\$ 250.00
4.1.7.4	Contract Item #4: e-Discovery SaaS access to an online knowledge base or help center.	LS	1.00	\$ 1,000.00	\$ 1,000.00
4.1.7.5	Contract Item #5: Initial Setup and configuration of eDiscovery SaaS	LS	1.00	\$ 7,500.00	\$ 7,500.00
4.1.7.7	Contract Item #6: e-Discovery SaaS Project Management	HR	100.00	\$ 140.00	\$ 14,000.00
4.1.8	Contract Item #7: e-Discovery SaaS Technical Support	HR	100.00	\$ 120.00	\$ 12,000.00
4.1.7.6	Contract Item #8: Maintenance and Support Year 1	LS	1.00	\$ -	\$ -
4.1.1	Optional Renewal Year 2: Contract Item #1: Unlimited Concurrent user license for e-discovery SaaS	LS	1.00	\$ 5,000.00	\$ 5,000.00
4.1.2	Optional Renewal Year 2: Contract Item #2: One (1) Gigabyte Data e-Discovery SaaS usage Monthly Charge(data must rounded to the nearest whole gigabyte for billing/ auditing purposes see section 4.1.9)	EA	100.00	\$ 7.00	\$ 700.00
4.1.7	Optional Renewal Year 2:Contract Item #3: Live individualized Agency virtual training session for up to 25 users per session (See specifications section 4.1.7 for further details)	EA	1.00	\$ 250.00	\$ 250.00
4.1.7.4	Optional Renewal Year 2: #4: e-Discovery SaaS access to an online knowledge base or help center.	LS	1.00	\$ 1,000.00	\$ 1,000.00
4.1.7.5	Optional Renewal Year 2: Contract Item #5: Initial Setup and configuration of eDiscovery SaaS	LS	1.00	\$ 5,000.00	\$ 5,000.00
4.1.7.7	Optional Renewal Year 2: Contract Item #6: e-Discovery SaaS Project Management	HR	100.00	\$ 140.00	\$ 14,000.00
4.1.8	Optional Renewal Year 2: Contract Item #7: e-Discovery SaaS Technical Support	HR	100.00	\$ 120.00	\$ 12,000.00
4.1.7.6	Optional Renewal Year 2: Contract Item #8: Maintenance and Support Year 1	LS	1.00	\$ -	\$ -
4.1.1	Optional Renewal Year 3: Contract Item #1: Unlimited Concurrent user license for e-discovery SaaS	LS	1.00	\$ 5,000.00	\$ 5,000.00
4.1.2	Optional Renewal Year 3: Contract Item #2: One (1) Gigabyte Data e-Discovery SaaS usage Monthly Charge(data must rounded to the nearest whole gigabyte for billing/ auditing purposes see section 4.1.9)	EA	100.00	\$ 7.00	\$ 700.00
4.1.7	Optional Renewal Year 3:Contract Item #3: Live individualized Agency virtual training session for up to 25 users per session (See specifications section 4.1.7 for further details)	EA	1.00	\$ 250.00	\$ 250.00
4.1.7.4	Optional Renewal Year 3: #4: e-Discovery SaaS access to an online knowledge base or help center.	LS	1.00	\$ 1,000.00	\$ 1,000.00
4.1.7.5	Optional Renewal Year 3: Contract Item #5: Initial Setup and configuration of eDiscovery SaaS	LS	1.00	\$ 5,000.00	\$ 5,000.00
4.1.7.7	Optional Renewal Year 3: Contract Item #6: e-Discovery SaaS Project Management	HR	100.00	\$ 150.00	\$ 15,000.00
4.1.8	Optional Renewal Year 3: Contract Item #7: e-Discovery SaaS Technical Support	HR	100.00	\$ 130.00	\$ 13,000.00
4.1.7.6	Optional Renewal Year 3: Contract Item #8: Maintenance and Support Year 1	LS	1.00	\$ -	\$ -
4.1.1	Optional Renewal Year 4: Contract Item #1: Unlimited Concurrent user license for e-discovery SaaS	LS	1.00	\$ 6,000.00	\$ 6,000.00
4.1.2	Optional Renewal Year 4: Contract Item #2: One (1) Gigabyte Data e-Discovery SaaS usage Monthly Charge(data must rounded to the nearest whole gigabyte for billing/ auditing purposes see section 4.1.9)	EA	100.00	\$ 8.00	\$ 800.00
4.1.7	Optional Renewal Year 4:Contract Item #3: Live individualized Agency virtual training session for up to 25 users per session (See specifications section 4.1.7 for further details)	EA	1.00	\$ 275.00	\$ 275.00
4.1.7.4	Optional Renewal Year 4: #4: e-Discovery SaaS access to an online knowledge base or help center.	LS	1.00	\$ 1,000.00	\$ 1,000.00
4.1.7.5	Optional Renewal Year 3: Contract Item #5: Initial Setup and configuration of eDiscovery SaaS	LS	1.00	\$ 6,000.00	\$ 6,000.00
4.1.7.7	Optional Renewal Year 4: Contract Item #6: e-Discovery SaaS Project Management	HR	100.00	\$ 150.00	\$ 15,000.00
4.1.8	Optional Renewal Year 4: Contract Item #7: e-Discovery SaaS Technical Support	HR	100.00	\$ 120.00	\$ 12,000.00
4.1.7.6	Optional Renewal Year 4: Contract Item #8: Maintenance and Support Year 1	LS	1.00	\$ -	\$ -
Total Cost				\$	159,425.00

Contract will be evaluated on all lines but only awarded on first year. Renewal options for years 2, 3, and 4 will be initiated by the Agency, agreed to by the Vendor and processed by the West Virginia Purchasing Division as Change Orders for subsequent years.

Matt Milone
Digitally signed by Matt Milone
Date: 2025.02.24 15:41:40 -05'00'

Vendor Signature:

Date: