

Map the present. Manage the future.

07-138

April 16, 2007

State of West Virginia
Department of Environmental Protection
Office of Information Services
Attn: Chuck Bowman
601 57th Street SE
Charleston, WV 25304
(304) 558-2157

Re: LiDAR and Digital Imagery Bid; RFQ #DEP13838

Optimal Geomatics, Inc. "OPTIMAL" is pleased to submit the enclosed quotes for your review. OPTIMAL has provided quality products for clients for 45 years and we look forward to putting our extensive skills and experience to work for you. We have invested in state-of-the-art equipment and professional personnel and possess the capabilities and capacity to meet your LiDAR and Digital Imagery project requirements.

OPTIMAL offers you the experience necessary to successfully complete both large and small projects. OPTIMAL has successfully performed LiDAR Acquisition and Processing, Aerial Photography (Color, Color IR, and Black and White), Analytical Aerotriangulation, Large and Small-Scale Topographic Mapping, Planimetric Mapping, Photogrammetric Compilation, Digital Orthophotography, and GIS Basemapping for commercial, municipality, DOT, and Federal clients. Our extensive proven experience coupled with our commitment to superior quality and accuracy makes OPTIMAL a preferred choice in the industry.

Our professional project managers understand the critical role of communication and responsiveness in quality, cost control, and schedule compliance for your project. Their background and personal abilities give the management of your project a strong leader with the knowledge of how to best assess and design all project requirements, communicate and lead team members, and see objectives through to prompt completion.

Continuing our mission to provide our customers with the best possible data, we recently acquired two (2) Cessna Grand Caravan aircraft adding to our expanding fleet of aerial survey aircraft. We have also added a state-of-the-art Optech ALTM 3100, 100 KHz LiDAR system with built-in digital camera and video-tracking capabilities. The new system has been successfully collecting data for over two years. These additions to our equipment capacity not only improve our ability to deliver quality products but allow us to respond and complete projects in shorter timeframes.

We are eager to discuss our qualifications with you at your earliest convenience. OPTIMAL strives to reach beyond the typical client relationship to form a client partnership. We appreciate our relationships with our customers and we are committed to working together with you to achieve your goals. If you have any questions, or if we may assist you in any way, please call me at (256) 882-7788.

Sincerely,

Mark W. Brooks

Operations Manager

Me a Track



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

Request for Quotation

DEP13838

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********ADDRESS:CORRESPONDENCE:TO:ATTENTION:OF

CHUCK BOWMAN

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RFQ COPY
TYPE NAME/ADDRESS HERE

ENVIRONMENTAL PROTECTION
DEPARTMENT OF
OFFICE OF INFORMATION SERVICES
601 57TH STREET SE
CHARLESTON, WV
25304 304-926-0499

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GENERAL TERMS & CONDITIONS REQUEST FOR QUOTATION (RFQ) AND REQUEST FOR PROPOSAL (RFP)

- 1. Awards will be made in the best interest of the State of West Virginia.
- 2. The State may accept or reject in part, or in whole, any bid.
- 3. All quotations are governed by the West Virginia Code and the Legislative Rules of the Purchasing Division.
- 4. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125.00 registration fee.
- 5. All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the term of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
- 6. Payment may only be made after the delivery and acceptance of goods or services.
- 7. Interest may be paid for late payment in accordance with the West Virginia Code.
- 8. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 9. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 10. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 11. The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
- 12. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 13. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, this contract is automatically null and void, and is terminated without further order.
- 14. HIPAA Business Associate Addendum The West Viginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (http://www.state.wv.us/admin/purchase/vrc/hipaa.htm) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

INSTRUCTIONS TO BIDDERS

- 1. Use the quotation forms provided by the Purchasing Division.
- 2. SPECIFICATIONS: Items offered must be in compliance with the specifications. Any deviation from the specifications must be clearly indicated by the bidder. Alternates offered by the bidder as EQUAL to the specifications must be clearly defined. A bidder offering an alternate should attach complete specifications and literature to the bid. The Purchasing Division may waive minor deviations to specifications.
- 3. Complete all sections of the quotation form.
- 4. Unit prices shall prevail in cases of discrepancy.
- 5. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 6. BID SUBMISSION: All quotations must be delivered by the bidder to the office listed below prior to the date and time of the bid opening. Failure of the bidder to deliver the quotations on time will result in bid disqualifications.

SIGNED BID TO:

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



ENDOR

Director

RFO COPY

TYPE NAME/ADDRESS HERE

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

Request for

RFQ NUMBER DEP13838

ADDRESS CORRESPONDENCE TO ATTENTION OF

ADDRESS CHANGES TO BE NOTED ABOVE

CHUCK BOWMAN 304-558-2157

ENVIRONMENTAL PROTECTION DEPARTMENT OF OFFICE OF INFORMATION SERVICES 601 57TH STREET SE CHARLESTON, WV 25304 304-926-0499

DATE PRINTED TERMS OF SALE SHIP VIA FOB. FREIGHT TERMS 04/05/2007 BID OPENING TIME **BID OPENING DATE:** 01:30PM 04/19/2007 UNIT PRICE AMOUNT LINE QUANTITY UOP ITEM NUMBER UTM TIME ZONE 17, NAD 83 WITH ELEVATIONS IN FEET, UNLESS WV DEP APPROVES ANY CHANGES. THE ACQUISITION IS TO BE PERFORMED UNDER LEAF-OFF CONDITIONS, AS MUCH AS POSSIBLE, AND MUST BE COMPLETED NO LATER THAN AUGUST 1, 2007. THE WV DEP MUST RECEIVE ALL DELIVERables no later than october 1, 2007. MR. DOUG BROWN REMOTE SENSING SUPERVISOR WV DEPARTMENT OF ENVIRONMENTAL PROTECTION 601 57TH STREET, SE CHARLESTON, WV 25304 304.926.0499 X 1623 BANKRUPTCY: | IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATI-CALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER. VENDOR PREFERENCE CERTIFICATE CERTIFICATION AND APPLICATION* IS HEREBY MADE FOR PREFERENCE IN ACCORDANCE WITH WEST VIRGINIA CODE, 5A-3-37 (DOES NOT APPLY TO CONSTRUCTION CONTRACTS). APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: BIDDER IS AN INDIVIDUAL RESIDENT VENDOR AND HAS RESIDED CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORA-TION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE 4/16/07 RUE 256-882-7788

04-383-1576



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

Request for Quotation

DEP13838

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CHUCK BOWMAN 304-558-2157

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

Request for Quotation

DEP13838

PAGE 4

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CHUCK BOWMAN 304-558-2157

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ENVIRONMENTAL PROTECTION
DEPARTMENT OF
OFFICE OF INFORMATION SERVICES
601 57TH STREET SE
CHARLESTON, WV
25304 304-926-0499

ADDRESS CHANGES TO BE NOTED ABOVE

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS
04/05/2007

BID OPENING TIME **BID OPENING DATE:** 01:30PM 04/19/2007 AMOUNT LINE QUANTITY UOP ITEM NUMBER UNIT PRICE SUBSIDIARY'S EMPLOYEES ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID. BIDDER UNDERSTANDS IF THE SECRETARY OF TAX & REVENUE DETERMINES THAT A BIDDER RECEIVING PREFERENCE HAS FAILED TO CONTINUE TO MEET THE REQUIREMENTS FOR SUCH PREFERENCE, THE SECRETARY MAY ORDER THE DIRECTOR OF PURCHASING TO: (A) RESCIND THE CONTRACT OR PURCHASE ORDER ISSUED; OR | (B) ASSESS A PENALTY AGAINST SUCH BIDDER IN AN AMOUNT NOT TO EXCEED 5% OF THE BID AMOUNT AND THAT SUCH PENALTY WILL BE PAID TO THE CONTRACTING AGENCY OR DEDUCTED FROM ANY UNPAID BALANCE ON THE CONTRACT OR PURCHASE ORDER. BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE PURCHASING DIVISION AND AUTHORIZES THE DEPARTMENT OF TAX AND REVENUE TO DISCLOSE TO THE DIRECTOR OF PURCHASING APPROPRIATE INFORMATION VERIFYING THAT BIDDER HAS PAID THE REQUIRED BUSINESS TAXES, PROVIDED THAT SUCH INFORMATION DOES NOT CONTAIN THE AMOUNTS OF TAXES PAID NOR ANY OTHER INFORMATION DEEMED BY THE TAX COMMISSIONER TO BE CONFIDENTIAL. UNDER PENALTY OF LAW FOR FALSE SWEARING (WEST VIRGINIA CODE 61-5-3), BIDDER HEREBY CERTIFIES THAT THIS CERTIFICATE IS TRUE AND ACCURATE IN ALL RESPECTS; AND THAT IF A CONTRACT IS ISSUED TO BIDDER AND IF ANYTHING CONTAINED WITHIN THIS CERTIFICATE CHANGES DURING THE TERM OF THE CONTRACT, BIDDER WILL NOTIFY THE PURCHASING DIVISION IN WRITING IMMEDIATELY. al & Z BIDDER: SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE 4 116 107 256 - 882 - 7788 nub TITLE

043831576

Director



VENDOR

TITLE

Director

RFO COPY

TYPE NAME/ADDRESS HERE

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

Request for Quotation

DEP13838

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ADDRESS CORRESPONDENCE TO ATTENTION OF

CHUCK BOWMAN 304-558-2157

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ENVIRONMENTAL PROTECTION
DEPARTMENT OF
OFFICE OF INFORMATION SERVICES
601 57TH STREET SE
CHARLESTON, WV
25304 304-926-0499

ADDRESS CHANGES TO BE NOTED ABOVE

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 04/05/2007 BID OPENING DATE: 04/19/2007 BID OPENING TIME 01:30PM CAT NO QUANTITY LINE UOP ITEM NUMBER UNIT PRICE AMOUNT 4/16/07 DATE SIGNED: Director TITLE: * CHECK ANY COMBINATION OF PREFERENCE CONSIDERATION(S) IN EITHER "A" OR "B", OR BOTH "A" AND "B" WHICH YOU ARE ENTITLED TO RECEIVE. YOU MAY REOUEST UP TO THE MAXIMU 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00) NOTICE A SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130 THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID BUYER: CB-23 SEE REVERSE SIDE FOR TERMS AND CONDITIONS 156-882-7788 SIGNATURE 4/16/07 see above

04-3831576



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RFQ COPY

TYPE NAME/ADDRESS HERE

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

Request for **Quotation**

DEP13838

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*****ADDRESS:CORRESPONDENCE:TO:ATTENTION:OF

CHUCK BOWMAN 304-558-2157

8H-P P T O ENVIRONMENTAL PROTECTION
DEPARTMENT OF
OFFICE OF INFORMATION SERVICES
601 57TH STREET SE
CHARLESTON, WV

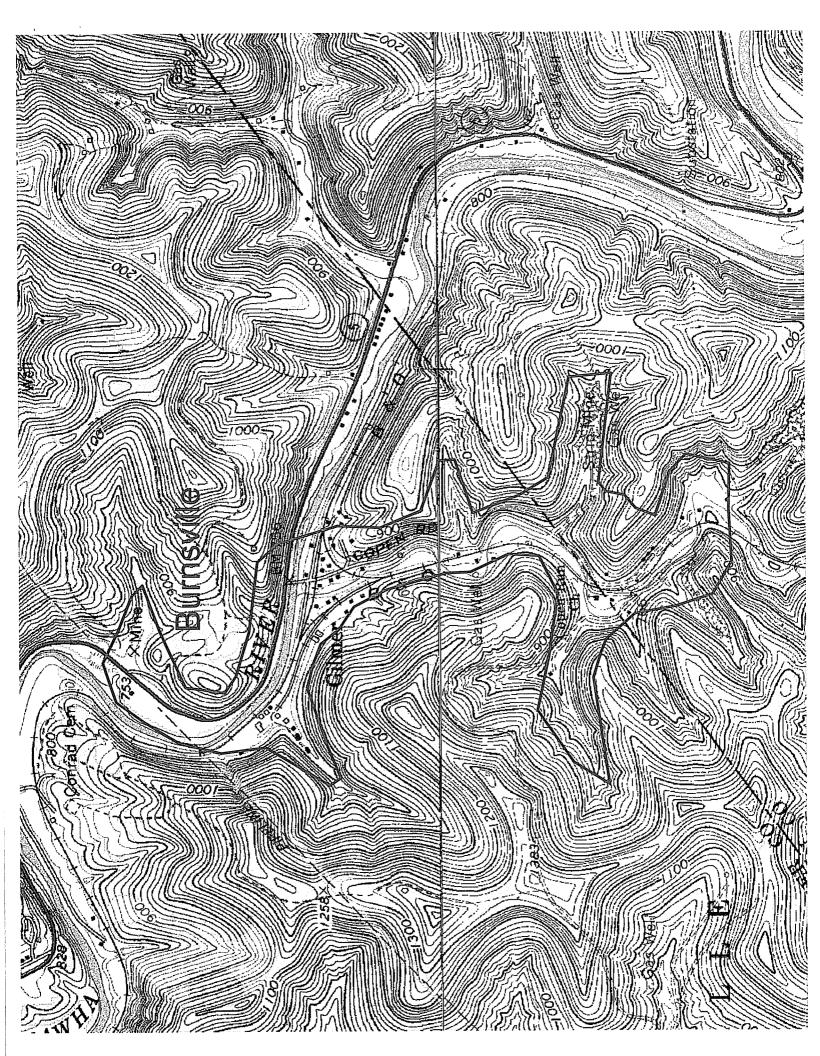
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Burnsville:

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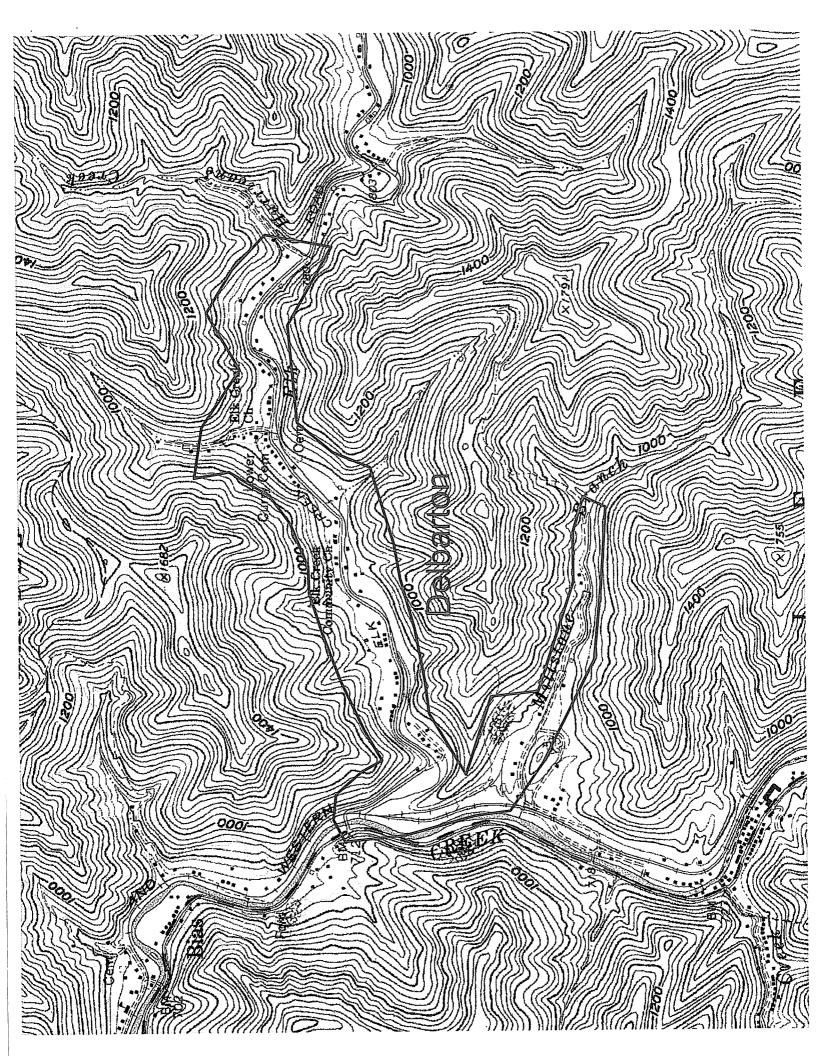
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Item 4 – Data Processing	
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Item 5 - Product Production	
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Total Item	\$ <u>647.°</u>
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Delbarton:

Item 1 – Project Administration

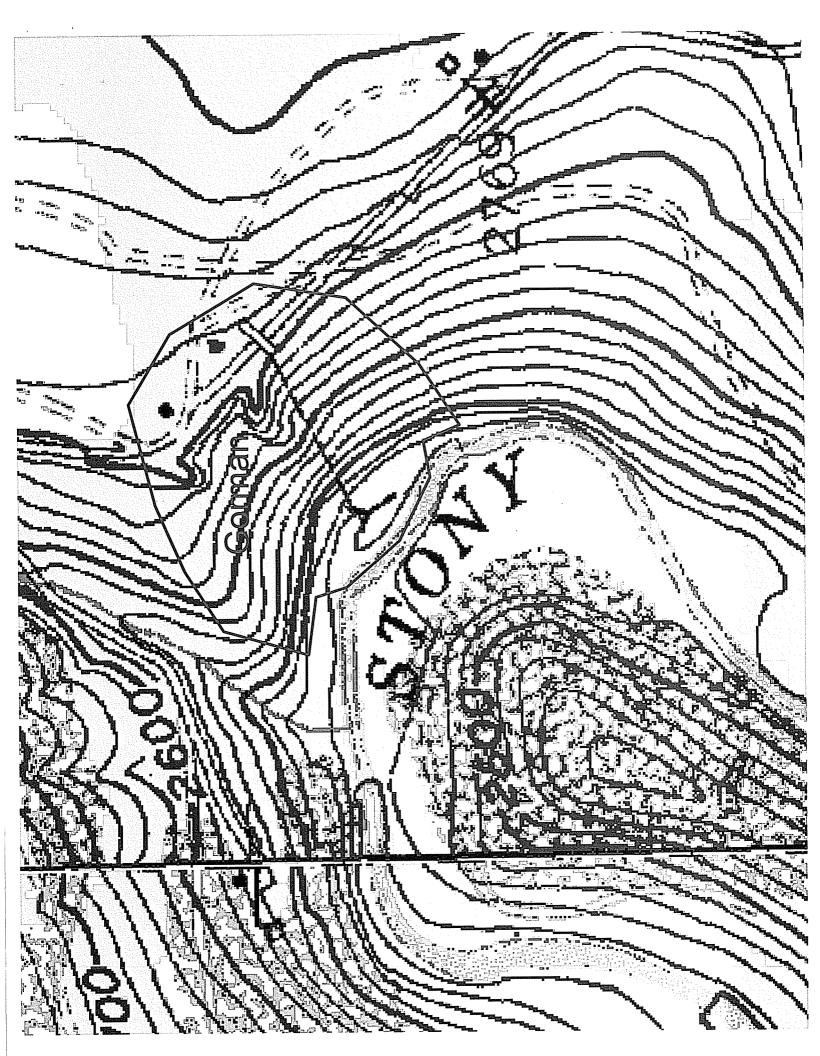
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Item 5 – Product Production	
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Gorman:

Item 1 – Project Administration

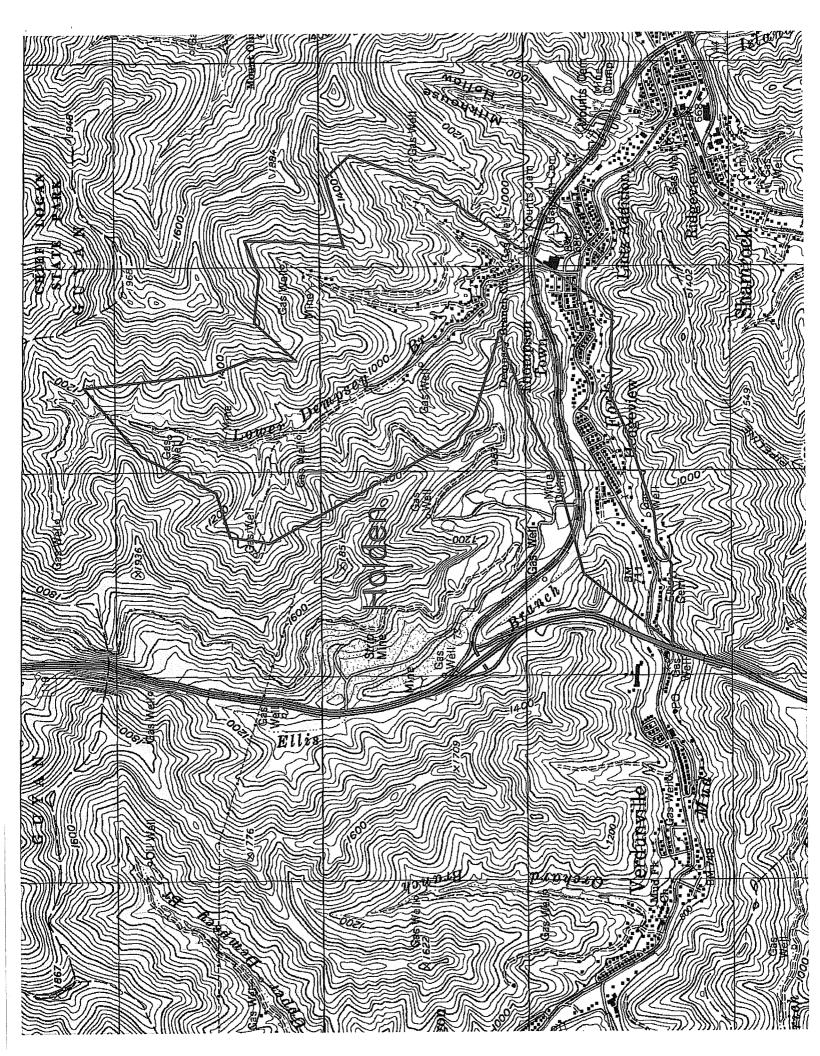
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Holden:

Item 1 - Project Administration

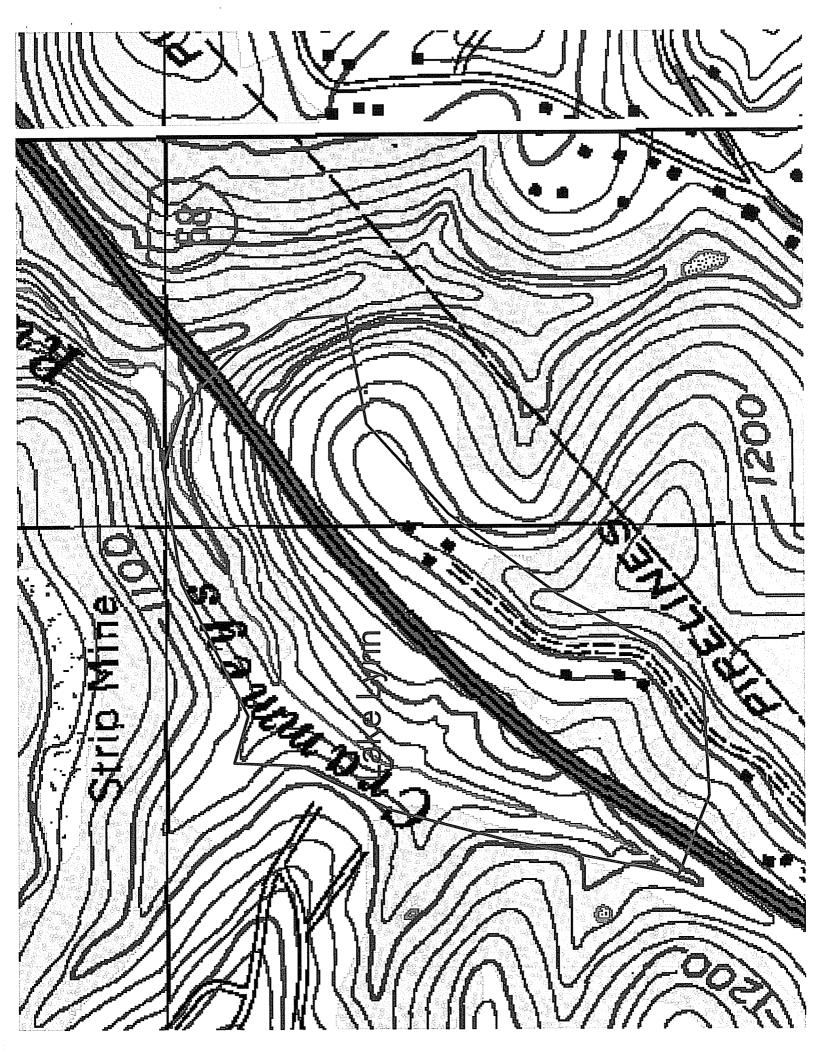
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Item 5 – Product Production	
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Total Item	\$ 1,174.00
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Lake Lynn:

Item 1 - Project Administration

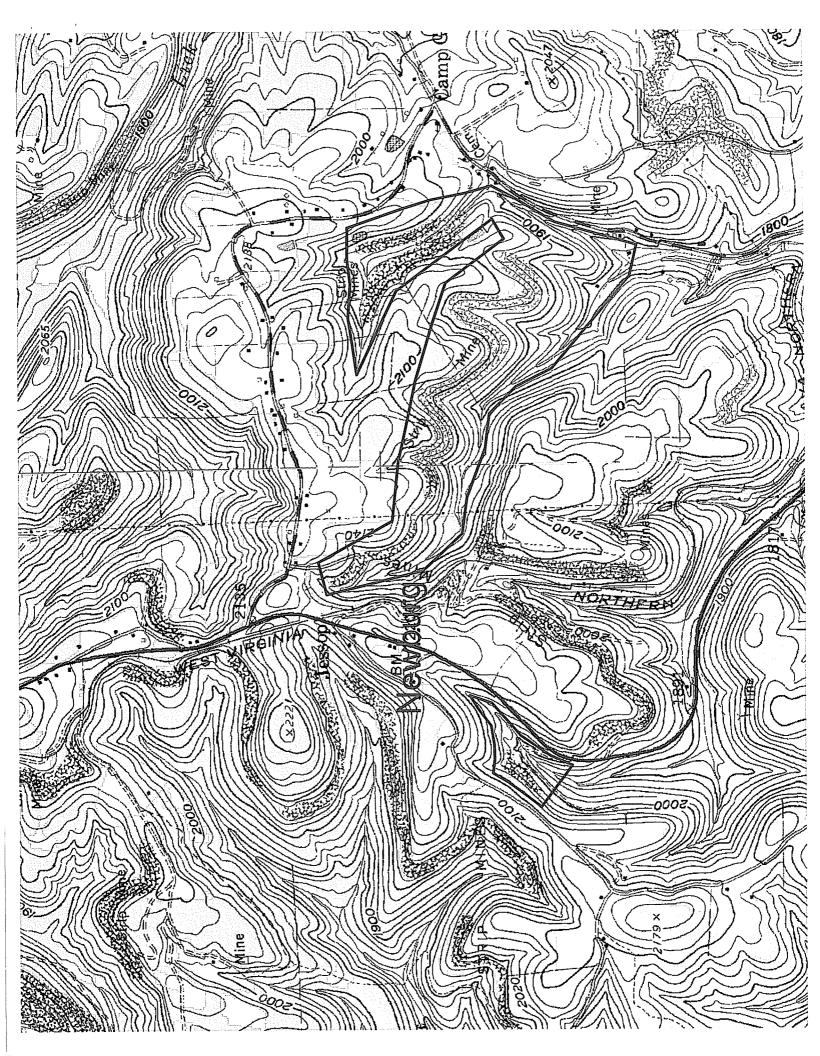
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Item 5 – Product Production	
Bare Earth LiDAR TilesOrtho TilesReporting and Documentation	
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Newburg:

Item 1 – Project Administration

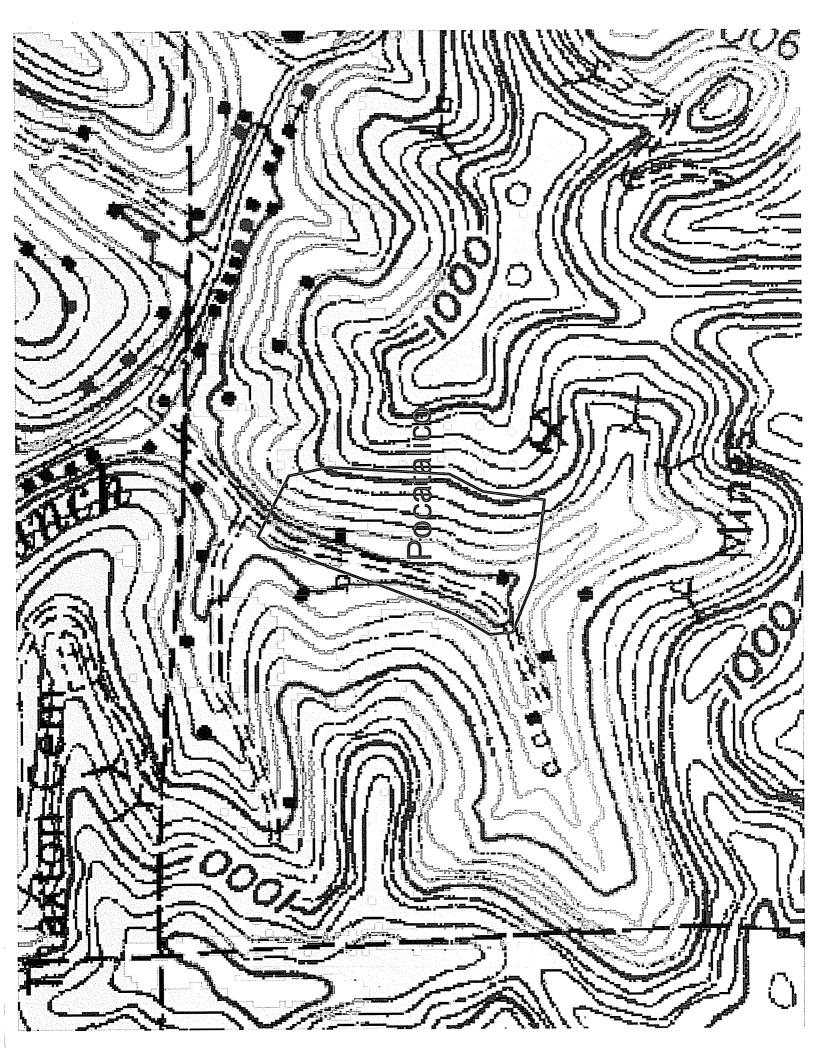
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 Ortho Tiles 	1 3
 Reporting and Documentation 	
Total Item	\$ <u>-597</u> .00
Total Fee for Newburg	\$ 11,758.°°
Total Fee for Newburg	



Pocatalico:

Item 1 - Project Administration

Item 1 – Project Administration	
 Project Management Produce Reference files and Miss Delivery – Shipping and Media 	sion plans
Total Item	\$ <u>791</u> .°°
Item 2 – Data Collection	3
Aircraft Fee LiDAR/Digital Camera Utilization Operators	on Fee
•	\$ 3,158.00
Item 3 – GPS Mission Base Stat	
Locate desirable base station moMonitor GPS Units	onitoring points
Total Item	\$ 3,328.°°
Item 4 – Data Processing	
LiDAR DataGPS / IMU DataImagery	
Total Item	\$ <u>1,417</u> .°°
Item 5 – Product Production	
Bare Earth LiDAR TilesOrtho TilesReporting and Documentation	
Total Item	\$ <u>313.</u> °°
Total Fee for Pocatalico	<u>\$ 9,007,8</u>



TOTAL BID FOR ALL SITES

83,148.00

Contract to be awarded by total bid for all sites.

Project Coordinator:

Doug Brown

GIS Remote Sensing Supervisor

WV Dept of Environmental Protection 601 – 57th Street, SE

Charleston, WV 25304

Telephone: 304-926-0499, ext 1623

Email: dbrown@wvdep.org

AFFIDAVIT

West Virginia Code §5A-3-10a states:

No contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and the debt owned is an amount greater than one thousand dollars in the aggregate

DEFINITIONS:

"Debt" means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

"Debtor" means any individual, corporation, partnership, association, limited liability company or any other form or business association owing a debt to the state or any of its political subdivisions. "Political subdivision" means any county commission; municipality; county board of education; any instrumentality established by a county or municipality; any separate corporation or instrumentality established by one or more counties or municipalities, as permitted by law; or any public body charged by law with the performance of a government function or whose jurisdiction is coextensive with one or more counties or municipalities. "Related party" means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceed five percent of the total contract amount.

EXCEPTION:

The prohibition of this section does not apply where a vendor has contested any tax administered pursuant to chapter eleven of this code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

LICENSING:

Vendors must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agencies or political subdivision. Furthermore, the vendor must provide all necessary releases to obtain information to enable the Director or spending unit to verify that the vendor is licensed and in good standing with the above entities.

CONFIDENTIALITY:

The vendor agrees that he or she will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the agency's policies, procedures and rules. Vendors should visit www.state.wv.us/admin/purchase/privacy for the Notice of Agency Confidentiality Policies.

Under penalty of law for false swearing (West Virginia Code, §61-5-3), it is hereby certified that the vendor acknowledges the information in this said affidavit and are in compliance with the requirements as stated.

Vendor's Name: Optimal Geomatics In	٠٠.			
Authorized Signature:		4/14	107	
No Debt Affidavit (Revised 10/13/06)		•		