

YES DOE

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
Charleston WW 25057 0403 Charleston, WV 25305-0130

DPS0925

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JOHN ABBOTT 304-558-2544

RFQ NUMBER

RFQ COPY TYPE NAME/ADDRESS HERE Tuppes Software 1690 woodlands Dr. Maurie, OH 43537

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WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

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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 fee.
- 5. All services performed or goods delivered under State Purchase Order/Contracts are to be continued for the term of the Purchase Order/Contracts, 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 may be deemed null and void, and terminated without further order.
- 14. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
- 15. WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT: If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy."

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 case 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: Department of Administration, Purchasing Division, 2019 Washington Street East, P.O. Box 50130, Charleston, WV 25305-0130



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RFQ COPY

TYPE NAME/ADDRESS HERE

Tuppas Software, pr. Maunue, of 43537

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

Request for Quotation

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JOHN ABBOTT
304-558-2544

WEST VIRGINIA STATE POLICE

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4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

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ADDRESS CORRESPONDENCE TO ATTENTION OF

JOHN ABBOTT 304-558-2544

RFQ NUMBER

RFO COPY TYPE NAME/ADDRESS HERE TUPPAS Software 1690 Wood lands Of. Mauney OH 43537

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WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

TERMS OF SALE FREIGHTTERMS DATE PRINTED SHIP VIA 01/13/2009 BID OPENING DATE: 01/28/2009 BID OPENING TIME 01:30PM QUANTITY ITEM NUMBER UNIT PRICE AMOUNT: LINE THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM. REV. 04/11/2001 EXHIBIT 4 LOCAL GOVERNMENT BODIES: UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST IF THE VENDOR DOES NOT WISH TO EXTEND THE VIRGINIA. PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER. REV. 3/88 PURCHASING CARD ACCEPTANCE: THE STATE OF WEST VIRGINIA CURRENTLY UTILIZES A VISA PURCHASING CARD PROGRAM WHICH IS ISSUED THROUGH A BANK. THE SUCCESSFUL VENDOR MUST ACCEPT THE STATE OF WEST VIRGINIA VISA PURCHASING CARD FOR PAYMENT OF ALL ORDERS PLACED BY ANY STATE AGENCY AS A CONDITION OF AWARD. NOTICE A SIGNED BID MUST BE SUBMITTED TO: SEE REVERSE SIDE FOR TERMS AND CONDITIONS TELEPHONE 41987 SIGNATURE ADDRESS CHANGES TO BE NOTED ABOVE

EN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'



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RFQ COPY

TYPE NAME/ADDRESS HERE

Tuppas Software note Woodlands Di Maumle, OH 43537

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

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WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-746-2141

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DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION	
BUILDING 15	
2019 WASHINGTON STREET, EAST	
CHARLESTON, WV 25305-0130	
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THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:	ļ
SEALED BID	
BUYER: JOHN ABBOTT	
RFQ. NO.: DPS0925	
BID OPENING DATE: 9/28/2009	
BID OPENING DATE: 9/28/2009	
BID OPENING TIME: 1:30 PM	***************************************
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:	
1-877.322-8963	
CONTACT PERSON (PLEASE PRINT CLEARLY):	
Dawn Tupciaustias	
IGNATURE SEE REVERSE SIDE FOR TERMS AND CONDITIONS GNATURE	
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WHEN RESPONDING TO REQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'	ABOVE



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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

DPS0925

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ADDRESS CORRESPONDENCE TO ATTENTION OF

304-746-2141

JOHN ABBOTT 304-558-2544

WEST VIRGINIA STATE POLICE

4124 KANAWHA TURNPIKE SOUTH CHARLESTON, WV 25309 304-7

red copy type name/address HERE Tuppas Software 1690 Woodlands Dr. Maumle, OH 43537

DATE PRINTED TERMS OF SALE SHIP VIA F.O.B. FREIGHT TERMS 01/13/2009 BID OPENING DATE: 01/28/2009 BID OPENING TIME 01:30PM CAT NO. LINE QUANTITY UOP ITEM NUMBER UNIT PRICE AMOUNT THIS IS THE END OF RFQ DPS0925 ***** TOTAL: SEE REVERSE SIDE FOR TERMS AND CONDITIONS SIGNATURE ADDRESS CHANGES TO BE NOTED ABOVE WHEN RESPONDING TO RFQ, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

SPECIFICATIONS FOR 100% USER CONFIGURABLE WEB-BASED MANPOWER & INVENTORY MANAGEMENT SOFTWARE

The West Virginia State Police desires to establish and open end contract for the purchase of a totally configurable and true Web-based software that is capable of doing at a minimum and not all inclusive Inventory, Manpower, Leave, Daily Activity and SIQ. This contract shall be available for use by the West Virginia State Police, and other Agencies of the State of West Virginia. This will assist in the implementation of a Statewide standardized Manpower and Inventory Management system for the WVSP.

The purpose of these specifications is to establish minimum requirements for 100% configurable web-based Software used in day to day operations of the WVSP. The specifications must meet or Exceed specifications for Tuppas Software or equivalent. Any exceptions must be explained fully and vendors must complete the Bid Quotation form provided with this RFQ.

	•	COMP	LY?
1	GENERAL SPECIFICATIONS	Yes	No
1.1	The software shall be a thin client application which shall run on a Web-based server and be accessible via a web browser.		
1.2	The software shall use .NET as its backbone framework.		
1.3	The software shall be SQL compatible.		
1.4	The software shall be able to interface with databases such as Oracle and IBM Profax via ODBC connections.		
1.5	User Designed Screens shall be capable of being developed in a windows based GUI environment by the USER through supplied Web application.		www.ww.
1.6	The software shall be capable of doing manpower and inventory management.		
1.7	The user shall be provided and have access to the software framework and be able to manipulate, alter and change same.	V	
1.8	The user shall be provided the source code and be able to manipulate, alter and change same.		Pikitika-Ab-ab-ab-ab-ab-ab-ab-ab-ab-ab-ab-ab-ab-ab
1.9	The Thin client shall not require the loading of any software on the remote computers.		
1.10	All administrative capabilities and or/utilities used by Vendor shall be provided to the user.	$\sqrt{}$	

1.11	All software solutions shall be those developed by the Vendor.	
1.12	No third party software shall be offered as part of the solution.	
1.13	The Vendor shall use all of the Departments current DATA.	
1.14	The software shall allow for unlimited User created screens.	
2	Technical Requirements	
2.1	Vendor shall provide the source code.	
2.2	Vendor shall provide Training to modify the source code.	
2.3	Vendor shall provide user interfaces that are entirely thin (no client-side components used).	
2.4	Vendor shall provide interfaces that can all run on any windows browser and windows mobile operating system.	
2.5	Vendor shall ensure all aspects of the system including database tables, relational design, screens, reports, charts, etc. are 100% modifiable by the user.	
2.6	The Vendor shall ensure all permissions are based on user login.	
2.7	The Vendors software shall support any ANSI SQL database platform.	
2.8	The software shall be Model-driven Architecture to separate custom business logic from the software business logic.	√
2.9	The software shall contain wizards or utilities to generate data- entry screens rapidly.	
2.10	The solution shall provide for Expert support for internal programmers.	<u> </u>
2.11	The software solution shall and be willing to work with all mobile devices, barcode scanners and RF devices.	<u> </u>
2.12	The vendor shall provide free modifications to the system for a minimum of one (1) year from project implementation date.	
3	Manpower Management	
3.1	The vendor shall fully develop and implement the Manpower Management requirements.	

WVSP 64C Green Individual Monthly Activity Report

WVSP 64E Yellow Individual Monthly Activity Report

WVSP 64 BCI Members Daily Report of Activity

WVSP 64 BCI Individual Monthly Activity Report

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to Troopers depending on selected criteria.

The solution shall work with barcode or RF scanners.

4.6

Price

PRICE LIST 100% CUSTOMIZABLE/CONFIGURABLE, WEB-BASED MANPOWER & INVENTORY MANAGEMENT **SOFTWARE SOLUTION** TO INCLUDE FRAMEWORK AND SOURCE CODE

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IDOR NAME		

	VENDOR NAME PRODUCT NAME	
FULL	IMPLEMENTATION/DEVELOPMENT OF MANPOWER TO INCLUDE	Support 7,500.00
1.	Development/Implementation of all Time sheets. In port do	ta - 4,995.00
2.		10d34,490.00
3.	Total Price including First Year Maintenance/Support	56,980.00
INVE	NTORY MODULE	
4.	Assist with Implementation of Inventory Management	
5.	Compliance with Sections One (1), Two (2), and Four (4)	
6.	Total Price including First Year Maintenance/Support	67,490.00
MAIN	TENANCE	
7.	Maintenance/Support Year Two (2)	19,197.00
8.	Maintenance/Support for Year Three (3)	19, 197.00
TRAII	<u>NING</u>	
10	Training for four (4) Staff members, two (2) immediately, two (2) future Five (5) day class minimum	20,000,00
то	TAL PROJECT PRICING	182,864.00

WVSP 64D Revised 07-01-99 £-Rev. 09/04

West Virginia State Police 7 DAY WORK PERIOD REPORT 28 DAY REPORTING PERIOD

MEMBER
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WVSP FORM 9 Revised 5/99 E-Rev 01/06

West Virginia State Police LEAVE REQUEST FORM (PLEASE READ INSTRUCTIONS ON BACK SIDE OF FORM PRIOR TO COMPLETION)

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FIRST

LAST

NAME

EMPLOYEE#:

SSN-

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NON-POLICE HOURS Communicty Policing noted member and all accompanying activity and find that it I certify that I have reviewed all claims made by the above 13 I certify that the information contained in this report is true Other Specialty Hours Pharmaceuticals Assisting DMV Cocaine Date Special Events # Persons Arrested Misd. and correct to the best of my knowledge. # Persons Arrested Fel. COURT Traffic Activity Description POLICE HOURS Criminal DRUG SECTIONS S & A Perm ID# Heroin Criminal Invest. Crack is accurate and correct. Traffic Road Patrol Calls for Service Methamphetamine Sex Offender Reg./Ver. Certification Marijuana # Misd. Arrests # Fel. Arrests Other (Drugs) Signature MEMBER'S DAILY REPORT OF ACTIVITY DVP's Initials WVIX Other REC PROF VALUE Vehicle Total Hours No. of Vehicles Hours CONTRABAND Other Drugs External Cal. Test Pass Prail Pass | Fail OTH Offense Date, Incident Unit Ser# Offense MAJ INV Perm 1D# Incident ACTIVITY Revocation Order Ant Ser # Rear Tuning Fk Ser# Activity Description Internal Cal. Test Pass Prail DPass Frail Crash Motorist Assist WVSP# DUI ₩ап. Other FRAFFIC CIT **HMV** Pass Praid Pass Pail Citation Display Other HMV Model Station WVSP FORM 64 (Revised 09/08) Radar / Laser Certification Log Misd. Citation No. of Persons Arrested/Misd. Ant Ser # Front Misdemeanor Tuning Fk Ser# Post-Operation Pre-Operation Rank/Name. Troop Hours No. of Persons Arrested/Felony Make Felony

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West Virginia State Police Individual Monthly Activity Report

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West Virginia State Police Individual Monthly Activity Report

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MEMBER'S DAILY REPORT OF ACTIVITY

WVSP FORM 64 BCI (Revised 09/08)

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					PROPERTY	SEIZED	VALUE		Certification	I certify that the information contained in this report is true and correct to the best of my knowledge.	Signature	I certify that I have reviewed all claims made by the above noted member and all accompanying activity and find that it is accurate and correct.	als
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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). **West Virginia Code**, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the **West Virginia Code**. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Resident Vendor Preference, if applicable.

1.	Application is made for 2.5% resident vendor pref Bidder is an individual resident vendor and has resided ing the date of this certification; or,	erence for the reason checked: continuously in West Virginia for four (4) years immediately preced-
alamate Victoria	Bidder is a partnership, association or corporation reside business continuously in West Virginia for four (4) year ownership interest of Bidder is held by another individur maintained its headquarters or principal place of busined preceding the date of this certification; or, Bidder is a nonresident vendor which has an affiliate or second process.	ent vendor and has maintained its headquarters or principal place of simmediately preceding the date of this certification; or 80% of the al, partnership, association or corporation resident vendor who has ness continuously in West Virginia for four (4) years immediately subsidiary which employs a minimum of one hundred state residents
	years immediately preceding the date of this certification	place of business within West Virginia continuously for the four (4) on; or,
2.		erence for the reason checked: he life of the contract, on average at least 75% of the employees /irginia who have resided in the state continuously for the two years
3.	affiliate or subsidiary which maintains its headquarter minimum of one hundred state residents who certifies	of one hundred state residents or is a nonresident vendor with an s or principal place of business within West Virginia employing a that, during the life of the contract, on average at least 75% of the yees are residents of West Virginia who have resided in the state
4.	Application is made for 5% resident vendor prefer Bidder meets either the requirement of both subdivision	ence for the reason checked: ns (1) and (2) or subdivision (1) and (3) as stated above; or,
5.		erence who is a veteran for the reason checked: If the United States armed forces, the reserves or the National Guard If four years immediately preceding the date on which the bid is
6.	purposes of producing or distributing the commodities of continuously over the entire term of the project, on average of the project, or average of the project, or average of the project, or average of the project, or average of the project, or average of the project, or average of the project, or average of the project	erence who is a veteran for the reason checked: ied States armed forces, the reserves or the National Guard, if, for ir completing the project which is the subject of the vendor's bid and erage at least seventy-five percent of the vendor's employees are e continuously for the two immediately preceding years.
requiren	ments for such preference, the Secretary may order the	at a Bidder receiving preference has failed to continue to meet the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty mount and that such penalty will be paid to the contracting agency se order.
authorize the requi deemed	zes the Department of Revenue to disclose to the Director uired business taxes, provided that such information doe d by the Tax Commissioner to be confidential.	reasonably requested information to the Purchasing Division and of Purchasing appropriate information verifying that Bidder has paid as not contain the amounts of taxes paid nor any other information
and acc	penalty of law for false swearing (West Virginia Cod curate in all respects; and that if a contract is issue as during the term of the contract, Bidder will notify	e, §61-5-3), Bidder hereby certifies that this certificate is true ed to Bidder and if anything contained within this certificate the Purchasing Division in writing immediately.
Bidder:	Sig	ned:
Date:	Titl	e:

^{*}Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

STATE OF WEST VIRGINIA Purchasing Division

PURCHASING AFFIDAVIT

VENDOR OWING A DEBT TO THE STATE:

West Virginia Code §5A-3-10a provides that: 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 owed is an amount greater than one thousand dollars in the aggregate.

PUBLIC IMPROVEMENT CONTRACTS & DRUG-FREE WORKPLACE ACT:

If this is a solicitation for a public improvement construction contract, the vendor, by its signature below, affirms that it has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code**. The vendor **must** make said affirmation with its bid submission. Further, public improvement construction contract may not be awarded to a vendor who does not have a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the **West Virginia Code** and who has not submitted that plan to the appropriate contracting authority in timely fashion. For a vendor who is a subcontractor, compliance with Section 5, Article 1D, Chapter 21 of the **West Virginia Code** may take place before their work on the public improvement is begun.

ANTITRUST:

In submitting a bid to any agency for the state of West Virginia, the bidder offers and agrees that if the bid is accepted the bidder will convey, sell, assign or transfer to the state of West Virginia all rights, title and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the state of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the state of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to the bidder.

I certify that this bid is made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership or person or entity submitting a bid for the same materials, supplies, equipment or services and is in all respects fair and without collusion or fraud. I further certify that I am authorized to sign the certification on behalf of the bidder or this bid.

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. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in http://www.state.wv.us/admin/purchase/privacy/noticeConfidentiality.pdf.

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

Vendor's Name:	Tuppas	Software	(DYO'		
Authorized Signature:	M		Date: _	1-26-09	
Purchasing Affidavit (Revised	01/01/09)				