



PHOTOS COURTESY OF WEST VIRGINIA DEPARTMENT OF TOURISM

WORKFORCE
West Virginia

REQUEST FOR QUOTE
WORKFORCE WEST VIRGINIA WWV09851

SUBMITTED BY:
U.S. BANK N.A.
RETAIL PAYMENT SOLUTIONS
PREPAID DEBIT PRODUCTS
U.S. BANK PLAZA
200 SOUTH 6TH STREET
MINNEAPOLIS, MN 55402

RECEIVED

2008 JUL 31 A 9 59

PURCHASING DIVISION
STATE OF WV





Retail Payment Solutions

Rebecca L. Petersen
Business Development Manager – Prepaid Debit Products
U.S. Bank Plaza
200 South 6th St, EP-MN-L24A
Minneapolis, MN 55402
(612) 973-2257 direct (612) 973-3720 fax

July 31, 2008

John Abbott
Bureau of Employment Programs
Office of Administration Support-5302
112 California Avenue
Charleston, WV 25305-0112

Dear Mr. Abbott,

U.S. Bank is pleased to submit our response to the Workforce West Virginia RFQ number WWV09851 - Electronic Payment Card Services for Unemployment Insurance Benefits. Per your instructions, we have filled out and signed all appropriate documents, including the WWV09851 Bid Form.

As the number one government disbursement card issuer, with 22 partner agencies in 13 different states, and the largest Visa[®] prepaid debit card issuer in the nation, U.S. Bank is uniquely positioned to provide West Virginia with a skilled and powerful banking partnership – one with measurable efficiency gains for the agency as well as the best possible user experience for constituent cardholders.

There will be no ReliaCard program costs for Workforce West Virginia other than those normally incurred with ACH electronic direct deposit services. Please note our extremely low price quotes for those services, also included on the WWV09851 Bid Form.

The U.S. Bank/Workforce WV ReliaCard program will be customized to meet the specific needs of West Virginia. Every aspect of the program will be tailored to ensure a smooth, no-hassle transition from paper checks to direct deposit, not only at program launch, but ongoing throughout the life of the program. We also pledge to work closely with program administrators to provide UI Claimants with easy-to-understand instructions, multiple fee-free opportunities to make purchases and get cash, and to be properly informed of their individual account details at all times.

U.S. Bank stands ready to provide Workforce WV with a very compelling value proposition – one that not only delivers the industry-leading EPC solution (ReliaCard), but also supports it with a totally automated and very affordable ACH component.

As the evaluation committee considers the final quotations from each vendor, we wish re-state our sincere intent to provide West Virginia with the nation's premiere EPC program; one that establishes new benchmarks for efficiency gains and an exceptional cardholder experience.

As has been the case with all other evolutionary improvements in EPC programs in the past, U.S. Bank has led (and continues to lead) the way with better technology, better ideas, and unmatched client support. Now, with our "packaging" of ACH services to complement the proven benefits of the ReliaCard program, the bar has once again been raised.

The entire U.S. Bank Electronic Payment Team is confident that our quotation is cost-effective and good business for the State of West Virginia. We anticipate and welcome requests for additional information, so please feel free to contact me at your convenience.

Regards,

Rebecca L. Petersen – Business Development Manager
U.S. Bank N.A.



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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ADDRESS CORRESPONDENCE TO ATTENTION OF
 JOHN ABBOTT
 304-558-2544

RFQ COPY



BUREAU OF EMPLOYMENT PROGRAMS
 OFFICE OF ADMIN. SUPPORT-5302

112 CALIFORNIA AVENUE
 CHARLESTON, WV
 25305-0112 558-2634

*200 S. 6th St.
 Minneapolis, MN 55402*

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
07/08/2008				
BID OPENING DATE: 07/31/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		946-35		
ELECTRONIC PAYMENT CARD (EPC) SERVICES						
EXHIBIT 3						
<p>LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON AND EXTENDS FOR A PERIOD OF ONE (1) YEAR OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.</p> <p>UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.</p> <p>RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO TWO (2) ONE (1) YEAR PERIODS.</p> <p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>[Signature]</i>	TELEPHONE 612-973-2253	DATE 7/30/08
TITLE Vice President	FEIN 31-0841368	ADDRESS CHANGES TO BE NOTED ABOVE

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



State of West Virginia
 Department of Administration
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 2019 Washington Street East
 Post Office Box 50130
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VENDOR



SPENDING UNIT

BUREAU OF EMPLOYMENT PROGRAMS
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BID OPENING DATE: 07/31/2008 BID OPENING TIME 01:30PM

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<p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY RETAINED BY THE SPENDING UNIT.</p> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.</p> <p>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.</p>						

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REV. 04/11/2001 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). A. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED: <input type="checkbox"/> 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 <input type="checkbox"/> BIDDER IS A PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR AND HAS MAINTAINED ITS HEAD-QUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR 80% OF THE OWNERSHIP INTEREST OF BIDDER IS HELD BY ANOTHER INDIVIDUAL, PARTNERSHIP, ASSOCIATION OR CORPORATION RESIDENT VENDOR WHO HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS CONTINUOUSLY IN WEST VIRGINIA FOR FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION; OR <input type="checkbox"/> BIDDER IS A CORPORATION NONRESIDENT VENDOR WHICH HAS AN AFFILIATE OR SUBSIDIARY WHICH EMPLOYS A MINIMUM OF ONE HUNDRED STATE RESIDENTS AND WHICH HAS MAINTAINED ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA CONTINUOUSLY FOR THE FOUR (4) YEARS IMMEDIATELY PRECEDING THE DATE OF THIS CERTIFICATION.						

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SHEARSON

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LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>B. APPLICATION IS MADE FOR 2.5% PREFERENCE FOR THE REASON CHECKED:</p> <p>() BIDDER IS A RESIDENT VENDOR WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES WORKING ON THE PROJECT BEING BID ARE RESIDENTS OF WEST VIRGINIA WHO HAVE RESIDED IN THE STATE CONTINUOUSLY FOR THE TWO YEARS IMMEDIATELY PRECEDING SUBMISSION OF THIS BID;</p> <p>OR</p> <p>() BIDDER IS A NONRESIDENT VENDOR EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS OR IS A NONRESIDENT VENDOR WITH AN AFFILIATE OR SUBSIDIARY WHICH MAINTAINS ITS HEADQUARTERS OR PRINCIPAL PLACE OF BUSINESS WITHIN WEST VIRGINIA EMPLOYING A MINIMUM OF ONE HUNDRED STATE RESIDENTS WHO CERTIFIES THAT, DURING THE LIFE OF THE CONTRACT, ON AVERAGE AT LEAST 75% OF THE EMPLOYEES OR BIDDERS' AFFILIATE'S OR 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.</p> <p>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.</p> <p>BY SUBMISSION OF THIS CERTIFICATE, BIDDER AGREES TO DISCLOSE ANY REASONABLY REQUESTED INFORMATION TO THE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE  TELEPHONE 602-973-2253 DATE 7/30/08

TITLE Vice President FEIN 31-0841368 ADDRESS CHANGES TO BE NOTED ABOVE

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<p>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.</p> <p>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.</p> <p>BIDDER: <u>U.S. Bank</u></p> <p>DATE: <u>7/30/08</u></p> <p>SIGNED: <u>[Signature]</u></p> <p>TITLE: <u>Vice president</u></p> <p>* 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 REQUEST UP TO THE MAXIMUM 5% PREFERENCE FOR BOTH "A" AND "B". (REV. 12/00)</p> <p>NOTICE</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS			
SIGNATURE <u>[Signature]</u>	TELEPHONE <u>612-973-2253</u>	DATE <u>7/30/08</u>	
TITLE <u>Vice president</u>	FEIN <u>31-0841368</u>	ADDRESS CHANGES TO BE NOTED ABOVE	

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



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07/08/2008				

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LINE	QUANTITY	UOF	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130</p> <p>THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:</p> <p>SEALED BID</p> <p>BUYER: JOHN ABBOTT-----</p> <p>RFQ. NO.: WWV09851-----</p> <p>BID OPENING DATE: 7/31/2008-----</p> <p>BID OPENING TIME: 1:30 PM-----</p> <p>PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID: 612 973 3720-----</p> <p>CONTACT PERSON (PLEASE PRINT CLEARLY): Rebecca Petersen-----</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 612-973-2253	DATE 7/30/08
TITLE Vice president	FEIN 31-0841368	ADDRESS CHANGES TO BE NOTED ABOVE

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ADDRESS CORRESPONDENCE TO ATTENTION OF:
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PROPERTY



PROPERTY

BUREAU OF EMPLOYMENT PROGRAMS
 OFFICE OF ADMIN. SUPPORT-5302

112 CALIFORNIA AVENUE
 CHARLESTON, WV
 25305-0112 558-2634

DATE PRINTED 07/08/2008	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
BID OPENING DATE: 07/31/2008		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
***** THIS IS THE END OF RFQ WWV09851 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE	TELEPHONE 602-973-2253	DATE 7/30/08
TITLE Vicepresident	FEIN 31-0841368	ADDRESS CHANGES TO BE NOTED ABOVE

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No fees outside of those shown on our Bid Form shall be assessed to the claimant. Should a vendor change the estimated quantities, or bid other quantities not listed, shall be grounds for disqualifying the bid. Including fees outside of those shown on our Bid Form is prohibited and will disqualify a vendor's bid response.

Debit Card Services –

Type of Service	Estimate Quantities*	Claimant's Unit Fee	Claimant's Total
Setup Fee	10,000	\$ 0.00	\$ 0.00
Monthly Account Services	10,000	\$ 0.00	\$ 0.00
ATM Withdrawal			
Minimum 2 free ATM withdrawal transactions per month	10,000	\$ 0.00	\$ 0.00 * see explanation
Additional ATM withdrawals per month	10,600	\$ 1.00	\$ 10,600.00
ATM transactions performed outside of the U.S.	100	\$ 1.00 +3%	\$ 100.00 +3% * see explanation
ATM withdrawal at non affiliated ATM	100	\$ 1.00	\$ 100.00
Balance Inquiry			
Telephone balance inquiries through toll-free IVR	10,000	\$ 0.00	\$ 0.00
Web balance inquiries	10,000	\$ 0.00	\$ 0.00
ATM balance inquiries	10,000	\$ 0.00	\$ 0.00
ATM balance inquiries at non affiliated ATM	10,000	\$ 0.00	\$ 0.00
Account Overdraft	1,000	\$ 5.00	\$ 5,000.00 * see explanation
Denial for insufficient Funds	1,000	\$ 0.00	\$ 0.00
Account inactivity beginning 12 months after last account activity	1,000	\$ 2.00	\$ 2,000.00
Card Issuance Services			
Card deactivation	1,000	\$ 0.00	\$ 0.00
Card reactivation	1,000	\$ 0.00	\$ 0.00
Expired card replacement	1,000	\$ 0.00	\$ 0.00
Additional card issuance	1,000	\$ 0.00	\$ 0.00
One card replacement requested by cardholder	1,000	\$ 0.00	\$ 0.00
Additional card replacements requested by cardholders	1,000	\$ 0.00	\$ 0.00
Web account services	10,000	\$ 0.00	\$ 0.00
Cardholder contact to customer services	10,000	\$ 0.00	\$ 0.00
Change of PIN	1,000	\$ 0.00	\$ 0.00
Account transaction research	1,000	\$ 0.00	\$ 0.00
Point of sale (POS)	10,000	\$ 0.00	\$ 0.00
Conversion of foreign currency	100	\$ 3% of total	\$ 3% of total * see explanation
Overnight delivery services requested by cardholder	100	\$ 15.00	\$ 1,500.00
Monthly Operating Fee	100	\$ 0.00	\$ 0.00

Bid Form

Debit Card Services

Type of Service	Estimated Quantities ²	Claimant's Unit Fee	Claimant's Total
ACH Origination and Routing			
ACH Monthly Maintenance	10,000	\$10.00 per mo.	\$ 10.00 per mo. * see explanation
ACH Credits Originated	10,000	\$ 0.02	\$ 200.00
ACH Debits Originated	10,000	\$ 0.02	\$ 200.00
ACH Transmission	10,000	\$ 5.00	\$ 50,000.00
ACH Return	10,000	\$ 1.00	\$ 10,000.00
ACH Notification of Change	10,000	\$ 1.00	\$ 10,000.00
ACH Implementation			
ACH Debit Blocking Maintenance	1,000	\$10.00 per mo.	\$ 10.00 per mo. * see explanation
DDA Account Maintenance	1,000	\$ 0.00	\$ 0.00
Credits/Debits Posted	1,000	\$ 0.00	\$ 0.00
Miscellaneous Depository Items	1,000	\$ 0.00	\$ 0.00
Balance Reporting Maintenance	1,000	\$ 0.00	\$ 0.00
Balance Reporting Accounts	1,000	\$ 25.00 per mo.	\$ 25.00 per mo. * see explanation
Balance Reporting Items	1,0000	\$ 0.02	\$ 20.00 * see explanation
Total:			

**Estimated quantities are provided for calculation purposes only and are not intended to imply or reflect actual transactions or expectations of WORKFORCE West Virginia*



WWV09851 Bid Form Explanations

Type of Service	Explanation
Minimum 2 free ATM withdrawal transactions per month	Claimants will receive 2 service fee-free ATM cash withdrawal transactions per month at any Visa/PLUS -branded ATM in the world – 1.2 million locations – 2,392 in West Virginia – (virtually all WV ATMs)
ATM transaction performed outside of the U.S.	Service fee will be \$1.00 plus a 3% currency conversion fee (charged by Visa) on the amount of the transaction.
Account Overdraft	First overdraft fee (per Claimant) is waived by ReliaCard Customer Service, if called. Therefore, the actual cost of 1,000 overdraft occurrences would be less than \$5,000, but difficult to estimate.
Conversion of foreign currency	There is a 3% currency conversion fee on all international transactions. The actual fee amount is impossible to calculate without the transaction amount.
ACH monthly maintenance	\$10.00 monthly fee covers quantity of 10,000
ACH Debit Blocking Maintenance	\$10.00 monthly fee covers quantity of 1,000
Balance Reporting Accounts	\$25.00 monthly fee covers quantity of 1,000
Balance Reporting Items	Assumed desired quantity of 1,000, although bid form indicates "1,0000".

Main Contact:

Rebecca Petersen
rebecca.petersen@usbank.com
Business Development Manager
612.973.2257 direct
612.973.3720 fax

Sincerely,

7.30.2008

Rebecca L. Petersen

Alternate Contact:

Christopher Shrier
christopher.shrier@usbank.com
Vice President – Business Development
612.973.2253 direct
612.973.3720 fax

Sincerely,

7.30.2008

Christopher D. Shrier



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DATE PRINTED	TERMS OF SALE	SHIP VIA	FOB	FREIGHT TERMS
07/16/2008				

BID OPENING DATE: **07/31/2008** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM #01						
THIS ADDENDUM IS ISSUED TO ADD THE MANDATORY REQUIREMENT: "THE SUCCESSFUL BIDDER WILL BE REQUIRED TO SUBMIT AN ANNUAL STATEMENT ON AUDITING STANDARDS (SAS70) AS DEVELOPED BY THE AMERICAN INSTITUTE OF CERTIFIED PUBLIC ACCOUNTANTS (AICPA)".						
0001	1	LS		946-35		
ELECTRONIC PAYMENT CARD (EPC) SERVICES						
***** THIS IS THE END OF RFQ WWV09851 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE TELEPHONE **612-973-2253** DATE **7/30/08**
 TITLE **Vice president** FEIN **31-0841368** ADDRESS CHANGES TO BE NOTED ABOVE

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**112 CALIFORNIA AVENUE
 CHARLESTON, WV
 25305-0112 558-2634**

DATE PRINTED 07/22/2008	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
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BID OPENING DATE: **07/31/2008** BID OPENING TIME: **01:30PM**

LINE	QUANTITY	UOP	CAT. NO.	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM #02 THIS ADDENDUM IS ISSUED TO ANSWER VENDOR QUESTIONS, PER THE ATTACHED. NO ADDITIONAL QUESTIONS WILL BE ACCEPTED.						
0001	1	LS		946-35		
ELECTRONIC PAYMENT CARD (EPC) SERVICES						
***** THIS IS THE END OF RFQ WWV09851 ***** TOTAL:						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE TELEPHONE **607-973-2253** DATE **7/20/08**

TITLE **Vice President** FEIN **31-0841368** ADDRESS CHANGES TO BE NOTED ABOVE

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

Addendum #02

Q 1. Will you please provide a definition of "qualified financial institution"? If the offeror is not a qualified financial institution but has a qualified financial institution as a subcontractor, will WORKFORCE West Virginia allow proposals from other qualified contractors that are not financial institutions provided they have a qualified financial institution as a subcontractor providing all required banking and financial services?

A 1. A qualified financial institution is an institution equipped to receive, process, and distribute funds for the stated purpose with the necessary insurance protection of said funds. If the vendor is not a qualified financial institution, but has a qualified financial institution as a subcontractor, WORKFORCE West Virginia will allow proposals from other qualified contractors that are not financial institutions provided they have a qualified financial institution as a subcontractor providing all of the required banking and financial services.

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:

West Virginia Code §21-1D-5 provides that: Any solicitation for a public improvement construction contract shall require each vendor that submits a bid for the work to submit at the same time an affidavit that the vendor has a written plan for a drug-free workplace policy in compliance with Article 1D, Chapter 21 of the West Virginia Code. A 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. 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 is in compliance with the requirements as stated.

Vendor's Name: U.S. Bank

Authorized Signature: 

Date:  7/30/08