

Scanmark Ltd.

Cybersecurity Solutions
(202) 448-2921
6606 Tina Lane
McLean, VA 22101-1641



January 14, 2010

Department of Administration
Purchasing Division
Attn: Jo Ann Adkins
Building 15
2019 Washington Street East
Charleston WV 25305-0130

Re: RFQ ITECH10

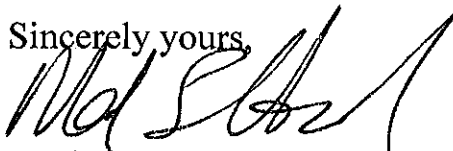
To Whom It May Concern:

Enclosed please find the submission by Scanmark, Ltd. in response to the Request for Quotation (RFQ) for ITECH10. The contact person for this proposal is Mark Starcher, President of Scanmark Ltd.

Scanmark Ltd. meets each of the mandatory requirements called for in the above-referenced RFQ.

If you have further questions, please contact me at (202) 448-2921.

Sincerely yours,


Mark Starcher, President
Scanmark Limited

Enclosures

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WV PURCHASING
DIVISION

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Section 1 – Corporate Description (1.3.1)

Scanmark Ltd. was established on November 25, 1996. The corporate address is 6606 Tina Lane, McLean VA 22101. The primary telephone number is (202) 448-2921. Fax Number: (866) 293-7160. The FEIN Number for Scanmark LTD is 52-2006714.

The primary contact for this proposal is Mark Starcher, President, Scanmark Ltd., 6606 Tina Lane, McLean VA 22101. Telephone Number: (202) 448-2921. Fax Number: (866) 293-7160. Primary email address: mark@scanmark.com.

The company was formed on November 25, 1996. As of November 1, 2009, the firm had one full-time employee. As of January 1, 2010, the firm had one full-time employee.

Company History

Scanmark was formed in 1996 to continue work by a predecessor company that provided data conversion /OCR services to law firms, government agencies and electronic publishing houses including the National Science Foundation, Lexis/Nexis (a division of Reed-Elsevier), West Publishing Company, the Bureau of National Affairs, and CCH Incorporated. This conversion work continues today.

In 1997 the firm was engaged by Pricewaterhouse LLP (later PricewaterhouseCoopers LLP) to develop, design and implement a variety of web and CD-ROM based information products including the firms “Doing Business Guides” – a compendium of over 80 individual country guides that provide prospective businesses. Scanmark also provided additional titles to PricewaterhouseCoopers including their Corporate and Individual Tax Guide publications, which provides a cursory overview of tax systems in over 130 countries. Additional titles were produced for the real estate and foreign investment divisions of PricewaterhouseCoopers. A multimedia guide was also produced for the PwC office in Zambia.

Scanmark produced and distributed CD and online employee alumni guides for the PwC New York and Charlotte offices and assisted with the production of the London, United Kingdom office alumni CD and book.

Scanmark has also produced electronic conversion and publication services for Ernst and Young LLC, including their 2001-2003 Individual Income Tax Guides, the American College of Immigration Counsel, and Federal Publications, a provider of Federal Government Contracting law services.

In 1997, Scanmark Limited was retained by the West Virginia Department of Revenue to provide technology assistance to the West Virginia Tax Department, the West Virginia Lottery, the West Virginia Banking Department, the West Virginia Alcohol Beverage

Control Commission, the West Virginia Racing Commission, and the West Virginia Insurance Commission. During the past thirteen years, Scanmark has provided consulting services to each of the above-listed agencies as well as the development of web-based information systems.

In 1998 Scanmark LTD was retained by the West Virginia Department of Military Affairs to provide technology consulting services to agencies including the Regional Jail Authority, the West Virginia Department of Corrections and the West Virginia State Police. During the past twelve years Scanmark has provided consulting services to each of these agencies.

In 2006, Scanmark LTD was retained by the West Virginia Supreme Court of Appeals to provide consulting services to the Administrative Office of the Court.

In 2007 Scanmark was retained by West Liberty University to provide technology- and curriculum-related services for the school.

In 2008, Scanmark was retained by Zolitics.com, a political web entertainment network, to provide technology services related to the distribution and promotion of online video applications, including the use of social media services to promote the new network.

Since 1997, Mark Starcher, president of Scanmark, has served as adjunct faculty at the University of Maryland University College in the information management systems program. From 2003-2005, Mr. Starcher served as adjunct faculty at Shepherd University in the mathematics and computer science department.

Mr. Starcher is the founder and principal of Scanmark Ltd. He holds a Juris Doctor degree from West Virginia University, an LL.M degree (terminal degree in law) from Georgetown University, and an M.S. in Telecommunication and Information Systems from the Johns Hopkins University.

Mr. Starcher has served on the West Virginia Information Technology Council since 1997. Mr. Starcher has also served on the advisor board for Research Institute of America (RIA), based in New York City. He is a senior technology fellow at the Government Policy Institute at West Liberty University and a principal in **Zolitics.com**, a web-based political entertainment network based in Pittsburgh PA.

Mr. Starcher has written two books and many technology and law-related articles in publications such as the *West Virginia Law Review*, the *World Data Protection Report*, the *World Internet Report* and the *Oil and Gas Quarterly*.

Section II – Qualifications and Experience of the Company in supplemental staffing contracts (1.3.2)

Not bidding.

**Section III – Qualifications and Experience of the Company for each of the 15 Service Categories described in Attachments 2-16.
(1.3.3)**

Attachment 2 – Data Warehouse Development and Implementation

Not bidding.

Attachment 3 – Electronic Government, including Development and Implementation

Not bidding.

Attachment 4 – Internet/Intranet and Electronic Commerce Security Development and Implementation

Not bidding.

Attachment 5 – Electronic Commerce – Web-based Development

Scanmark provides web-based development services to the West Virginia Department of Revenue and the West Virginia Supreme Court of Appeals. Over the past three years the following web-based applications have been developed and supported:

1. Web-based Question and Answer Application (FAQ) for the West Virginia Tax Department Taxpayer Services division. This Active Server Page application allows division personnel to add, edit and delete questions and answers associated with the West Virginia Tax Department frequently asked questions.
2. Web-based application for the West Virginia Tax Department Cigarette Registration site. This application provides for the registration and reporting of cigarette sales within West Virginia. Administration and reporting functions are handled through a web-based interface that allows department personnel to add, edit and delete information through a browser. Report generation is also handled through a web interface.
3. Web-based correspondence tracking systems for the Offices of the Secretary of Revenue and the Tax Commissioner. These Microsoft .Net 3.5 applications allow office personnel to track incoming and outgoing correspondence, including the capture and display of correspondence images, and the ability to add, edit and delete textual and image information. Report generation and automatic reminders are also addressed.
4. A web-based knowledge management system for the Tax Department Legal Division. This application provides key word search functionality that allows access to all policy-related documents produced by the Division since 1982. It is updated quarterly and provides image- and key-word based access to background documents, case files, public information pieces and court decisions dealing with West Virginia taxes.
5. A web-based application that tracks domestic violence petitions within the state of West Virginia. This consists of a Ruby on Rails application with PHP run on an ESX virtualization platform. The application provides magistrate courts throughout the state with the capability of uploading .pdf versions of domestic violence orders. Law enforcement can access and securely search these scanned orders from web terminals.

References:

1. **WV Tax Department FAQ Application** –This project commenced in 2003 with modifications provided in 2004, 2005 and 2008. The total cost for this project with updates is less than \$25,000. Scanmark web developers created and published a web-based FAQ (using Microsoft ASP and IIS servers) that could be updated by division personnel with little knowledge of web application editing tools. The application has been up and running since 2005 with no reported problems. **LeeAnne Kennedy – Director – West Virginia Tax Department – Taxpayer Services Division, P.O. Box 3784, Charleston, WV 25337-3784, (304) 558-0269 (LeeAnne.Kennedy@wv.gov).**
2. **WV Tax Department Cigarette Registration and Sales Reporting Site** – This project began in 2003 with ongoing modifications through 2008. Total cost for the application, including updates, has been less than \$100,000. Scanmark web developers created and published a web-based registration and information site (using Microsoft ASP and IIS servers) that could be updated by division personnel with little knowledge of web application editing tools. The application has been up and running since 2005 with no significant problems. **Tonja Oakes, West Virginia Tax Department, 1001 Lee Street, Charleston WV 25301, (304) 558-0751 (Tonja.Oakes@wv.gov)**
3. **WV Tax Commissioner/Secretary of Revenue Web-Based Correspondence Tracking** –This project began in 2003 with ongoing modifications through 2009. Total cost for the applications, including updates, has been less than \$75,000. Scanmark web developers created and published web-based correspondence tracking sites (using Microsoft ASP and IIS servers) that could be updated by division personnel with little knowledge of web application editing tools. The applications have been operational since 2003. In 2009 the application was upgraded to Microsoft Net 3.5. **Susan Richards, West Virginia Tax Department, 1001 Lee Street, Charleston WV 25301, (304) 558-0751 (Susan.Richards@wv.gov)**
4. **West Virginia Tax Department Web-Based Knowledge Management System** – This project began in 1999 with ongoing updates through September of 2009. Total cost for the application, including updates, has been less than \$200,000 over the life of the project. Scanmark web developers created and published web-based knowledge management and image tracking sites (using Apache server and indexing services). The application has been up and running since 1999 with no problems. **Tracie Belcher, West Virginia Tax Department, 1001 Lee Street, Charleston WV 25301, (304) 558-8814 (Tracie.Belcher@wv.gov).**

5. **West Virginia Supreme Court Domestic Violence Tracking System.** This application was developed in 2008-2009. Total cost for the application was less than \$150,000. Scanmark web developers provided prototype applications for use in court development and supervised court hired developers. Currently the system is being used by all 55 West Virginia counties along with West Virginia law enforcement. **Angela Saunders, Director of Court Services, 2008 Quarrier Street, Charleston WV 25305, (304) 340-2933 (Angela.Saunders@courtswv.gov)**

Attachment 6 – Electronic Document Management Systems

Not bidding.

Attachment 7 – Enterprise Systems Management Development and Implementation

Not bidding.

Attachment 8 – Technology Advisory Services

Scanmark Ltd. has provided technical advisory services to state agencies over the past three years. Specific topics are listed under each agency heading.

West Virginia Tax Department

- 1. Technical advisor and outside consultant for the WV RAPIDS program.** This job entails regular meetings with the project team to assess the status of the project, identify potential technical issues associated with the implementation, and comment on the interaction of the new system with existing laws, regulations and policies.
- 2. Technical advisor on the West Virginia Tax Department remittance processing system.** Provided consultation on current business processes associated with remittance processing, reviewed contractual commitments and specifications for system, suggested additional technical resources and procedures for implementation.
- 3. Technical advisor on West Virginia Tax Department computer and security policies.** Provided consulting on suggested security services and policies to be implemented by the department.
- 4. Technical advisor on use of WVNet and sharing of telecommunication facilities with West Virginia Supreme Court and West Virginia Secretary of State's office.** Provided technical consulting services regarding telecommunication facilities shared with two other state agencies.

West Virginia Department of Corrections

- 1. Provided technical consulting services regarding the implementation and build-out of the Inmate Management Information System (IMIS).** Services included consultation on network architecture, system setup, suggested programming languages, feature sets, personnel, ancillary policy and procedure implications, and the impact of the new system on preexisting regulations and statutes.
- 2. Provided technical consulting services on the implementation of a new commissary management system.** Provided technical consulting services for the setup, maintenance and access to a new commissary management module being rolled out in 2009. Also providing ongoing review of application and its interaction with existing IMIS system.

3. **Provided technical consulting services on network connectivity and telecommunication issues.** This included consultation on alternative enterprise communication alternatives and analysis of existing traffic patterns in conjunction with rollout of security and imaging applications.

West Virginia Supreme Court of Appeals

1. **Provide technical consulting services for the installation of the Uniform Judicial Administration application.** This entails consulting on network management, server farm and virtualization setup and maintenance, revision of existing court rules and procedures, review of programming services and personnel, interaction with magistrates and judges, contract administration with vendor, negotiation of contractual modifications and changes, and overview of security and operation policy revisions.
2. **Provide technical consulting services on the setup, design and implementation of the WV Domestic Violence Registry.** This included consultation on implementing business practices, interacting with partner State and Federal agencies.
3. **Provide technical consulting on network management issues.** Provide consulting services regarding the maintenance and optimization of the preexisting WV Supreme Court network and integration with the WVNet communications network.

West Liberty University

1. Provide president of the university with technical consulting services regarding student network management, student computer purchases financial and student information systems and upkeep.
2. Provide president of the university and chief information officer with technical consulting on wide area network implementation, network wiring and wireless alternatives, student laptop purchases, setup and maintenance of wireless classrooms, review of existing information technology curriculum.
3. Provide chief financial officer of the university with consulting services on integration of student information systems, financial reporting and report writing services.
4. Provide academic personnel with advice on use of Learning Management systems.

References

West Virginia Tax Department – Christopher Morris, Commissioner, 1001 Lee Street, Charleston WV 25301. (304) 558-0751 (Christopher.Morris@wv.gov).

West Virginia Division of Corrections – James Rubenstein, Commissioner, 300 California Street, Charleston WV 25303. (304) 558-2036 (James.Rubenstein@wv.gov)

West Virginia Supreme Court of Appeals – Steven Canterbury, Administrator, Building 1, Room E-100, Charleston WV 25305. (304) 558-0145 (Steve.Canterbury@courtswv.gov).

West Liberty University – Robin Capehart, President, P.O. Box 295, West Liberty WV 26074. (304) 336-8400 (rcapehart@gmail.com).

Attachment 9 – Major Project Implementation (Including Project Management)

Not bidding.

Attachment 10 – Enterprise Application Integration

Not bidding.

Attachment 11 – Migration of Legacy Systems

Not bidding.

Attachment 12 – Project Quality Assurance Review and Associated Services

Not bidding.

Attachment 13 – ERP Implementation Services

Not bidding.

Attachment 14 – VOIP Implementation Services

Not bidding.

Attachment 15 – Advanced Internet Technology and Applications

Scanmark Ltd. has provided “Web 2.0” technology applications to the following clients:

West Liberty University – initiated a Wordpress-based web content management system in 2009 for school that provides for interaction between students, faculty and alumni. The new system incorporates RSS-based content syndication, and also incorporates social media integration with University **Facebook**, **Twitter** and **YouTube** services. Scanmark also initiated a switch for the university to a new learning management system, **RSmart**, that incorporates wikis, RSS feeds and audio and video podcasts to enhance academic online services. Total cost for the adoption of the **Wordpress** platform is less than \$100,000. Total cost for adoption of the RSmart Learning Management program is less than \$100,000. The RSmart System is hosted on a virtualized ESX environment. Provided an OpenLDAP authentication application through VMWare for use in student authentication on the RSmart application. Scanmark also moved the university’s hosted student email system to **Google Mail** for Education. Scanmark has also provided data visualization services through report server applications that takes financial and student information and combines that information in a user interactive, **AJAX**-based format that allows the end user to customize the content and appearance of these reports. This application is ongoing. Total costs to date for implementing the Data Visualization application is less than \$25,000.

West Virginia Supreme Court of Appeals – Scanmark has developed a GPS location mashup prototype for the domestic violence tracking application. The current domestic violence application uses a virtualized OS platform hosted in redundant ESX environments. This application is also using RSS feeds to generate updated database content for inclusion in a third party report server application. Total cost for production of the prototype and RSS feeds was less than \$50,000.

Scanmark has developed a prototype document management application using open source software for use in Circuit Court document management applications. The application is hosted in a VMWare ESX environment and uses RSS feeds, tagging and customized GUIs for users requiring access to different classes of legal documents. Total costs to date are less than \$50,000 for this project which is ongoing.

Zolitics.com- Scanmark has developed social media integration applications that allow the tracking of views and comments on social media relating to a recently launched political entertainment network. This includes traffic monitoring in **Twitter**, **Friendfeed**, **Facebook**, **Youtube**, **Vimeo** and web analytics pertaining to end user visits to the network’s primary web site. Scanmark also provides remote reporting services to track

web marketing efforts including **Adword** buys and **clickstream** analysis. Total cost for these applications to date is less than \$100,000.

References

West Virginia Supreme Court of Appeals – Steven Canterbury, Administrator, Building 1, Room E-100, Charleston WV 25305. (304) 558-0145 (Steve.Canterbury@courtswv.gov).

West Liberty University – Robin Capehart, President, P.O. Box 295, West Liberty WV 26074. (304) 336-8400 (rcapehart@gmail.com).

Zolitics.com – John Brabender, 1218 Grandview Ave., Pittsburgh PA 15211. (412) 434-6320 (john@brabendercox.com).

Attachment 16 – Microsoft Specialists

Not bidding.

Section IV – Other Documents

Attached is the No Debt Affidavit required under the terms of the RFQ.

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: Scanmark Ltd.
Authorized Signature: Mat Eltner Date: 1/14/10

EXHIBIT 10

REQUISITION NO.: I Tech 10

ADDENDUM ACKNOWLEDGEMENT

I HEREBY ACKNOWLEDGE RECEIPT OF THE FOLLOWING CHECKED
ADDENDUM(S) AND HAVE MADE THE NECESSARY REVISIONS TO MY
PROPOSAL, PLANS AND/OR SPECIFICATION, ETC.

ADDENDUM NO.'S:

NO. 1 MSNO. 2 MSNO. 3 MS

NO. 4

NO. 5

I UNDERSTAND THAT FAILURE TO CONFIRM THE RECEIPT OF THE
ADDENDUM(S) MAY BE CAUSE FOR REJECTION OF BIDS. VENDOR
MUST CLEARLY UNDERSTAND THAT ANY VERBAL
REPRESENTATION MADE OR ASSUMED TO BE MADE DURING ANY
ORAL DISCUSSION HELD BETWEEN VENDOR'S REPRESENTATIVES
AND ANY STATE PERSONNEL IS NOT BINDING. ONLY THE
INFORMATION ISSUED IN WRITING AND ADDED TO THE
SPECIFICATIONS BY AN OFFICIAL ADDENDUM IS BINDING.

Mal Isha

SIGNATURE

Scanmark Ltd.

COMPANY

1/14/10

DATE

REV. 11/96