

>EXDOR

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

Request for Quotation

RFQ NUMBER MCH10100

ADDRESS CORRESPONDENCE TO ATTENTION OF

ROBERTA WAGNER 304-558-0067

\*303143449 800-830-1416 REALITYWORKS

PO BOX 929

EAU CLAIRE WI 54702-0929

HEALTH AND HUMAN RESOURCES BPH/MCH--MATERNAL CHILD HEALTH

350 CAPITOL STREET, ROOM 427 CHARLESTON, WV

> 25301-3714 304-558-5388

DATE	PRINTED	TERMS OF SALE	SHIP VIA	FO:B	FREIGHT TERMS
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0001	2 REALITYWOR	3 1	345-68 CIENCE SIMULATIONS	\$1,499.00 ADD-ON	\$35,976.00
į	ADD-ON PAC SPECIFICAT	KAGE ITEM #	11010410 OR EQUAL	PER THE ATTACHED	
0002	1 REALITYWOR		345-68 EALTH TRIO STORAGE	\$339.00 Cases	\$5,922.00
	ITEM #1106	8101 OR EQUA	AL PER THE ATTACHE	D SPECIFICATIONS	
0003	SHIPPING AI	JB 1 ND HANDLING,	345-68 IF ANY.	DECEIVE NAY 1 1 2010	# 2,248. <b>8</b> 0
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	DELIVERY MU		N 30 DAYS OF RECE		
SIGNATURE		SEE F	REVERSE SIDE FOR TERMS AND CON TELEPHONE		
TITLE		EEIN AC	715/8	358-7134 DATE	5/11/10
presid		FEIN 39-184	o8838 ' '	ADDRESS CHANGES	TO BE NOTED ABOVE
V	VHEN RESPONDII	NG TO RFQ, INSE	RT NAME AND ADDRESS I	IN SPACE ABOVE LABELE	D 'VENDOR'

# 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. Prior to any award, the apparent successful vendor must be properly registered with the Purchasing Division and have paid the required \$125 fee.
- 4. 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.
- 5. Payment may only be made after the delivery and acceptance of goods or services.
- 6. Interest may be paid for late payment in accordance with the West Virginia Code.
- 7. Vendor preference will be granted upon written request in accordance with the West Virginia Code.
- 8. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.
- 9. The Director of Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
- 10. The laws of the State of West Virginia and the Legislative Rules of the Purchasing Division shall govern the purchasing process.
- 11. Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
- 12. BANKRUPTCY: In the event the vendor/contractor files for bankruptcy protection, the State may deem this contract null and void, and terminate such contract without further order.
- 13. HIPAA BUSINESS ASSOCIATE ADDENDUM: The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, is available online at <a href="https://www.state.wv.us/admin/purchase/vrc/hipaa.htm">www.state.wv.us/admin/purchase/vrc/hipaa.htm</a> and 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.
- 14. 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
- 15. 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, and the West Virginia Insurance Commission. 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.
- 16. 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 material, 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.

### **INSTRUCTIONS TO BIDDERS**

- 1. Use the quotation forms provided by the Purchasing Division. Complete all sections of the quotation form.
- 2. 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. Unit prices shall prevail in case of discrepancy. All quotations are considered F.O.B. destination unless alternate shipping terms are clearly identified in the quotation.
- 4. 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
- 5. Communication during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited (W.Va. C.S.R. §148-1-6.6).



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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ADDRESS CORRESPONDENCE TO ATTENTION OF

ROBERTA WAGNER <u> 304 - 558 - 0067</u>

\*303143449 REALITYWORKS 800-830-1416

PO BOX 929

EAU CLAIRE WI 54702-0929

HEALTH AND HUMAN RESOURCES BPH/MCH--MATERNAL CHILD HEALTH

350 CAPITOL STREET, ROOM 427 CHARLESTON, WV

25301-3714

304-558-5388

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B	
05/04/2010		VIA.	- O.B.	FREIGHT TERMS
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PURCHASING 2019 WASHI CHARLESTON FAX: 304-5	F OF ADMINISTR G DIVISION INGTON STREET, J, WV 25311	EAST		
SIGNATURE TITLE CRESI dent	SEE REV	ERSE SIDE FOR TERMS AND COND TELEPHONE 115/85	58-7136 DATE	5/11/10 TO BE NOTED ABOVE



VENDOR

\*303143449 REALITYWORKS

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EAU CLAIRE WI

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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S	BPH/MCI	I – – M.	ATERNAL	RESOURO	HEALTH
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350 CAPITOL STREET, ROOM 427 CHARLESTON, WV 25301-3714 304-558-5388

ADDRESS CHANGES TO BE NOTED ABOVE

DATE PRINTED TERMS OF SALE SHIP VIA FOB FREIGHTTERMS 05/04/2010 BID OPENING DATE: 06/03/2010 RID OPENING TIME 01:30PM QUANTITY LINE ITEM NUMBER: UNIT PRICE THUOMA THE MODEL/BRAND/SPECIFICATIONS NAMED HEREIN ESTABLISH THE ACCEPTABLE LEVEL OF QUALITY ONLY AND ARE NOT INTENDED TO REFLECT A PREFERENCE OR FAVOR ANY HARTICULAR BRAND OR VENDOR. VENDORS WHO ARE BIDDING ALTERNATES SHOULD SO STATE AND INCLUDE PERTINENT LITERATURE AND SPECIFICATIONS. FAILURE TO PROVIDE INFORMATION FOR ANY ALTERNATES MAY BE GROUNDS FOR REJECTION OF THE BID. THE STATE RESERVES THE RIGHT TO WAIVE MINOR IRREGULARITIES IN BIDS OR SPECIFICATIONS IN ACCORDANCE WITH SECTION 148-1-4(F) OF THE WEST VIRGINIA LEGISLATIVE RULES AND REGULATIONS. NOTICE SIGNED BID MUST BE SUBMITTED TO: DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTION, WV 25305-0130 PLEASE NOTE: A CONVENIENCE COPY WOULD BE APPRECIATED. THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED: SEALED BID ---RW/FILE 22-----RFO. NO.:---|----MCH10100----**---**BID OPENING DATE: ----6/3/2010-----SEE REVERSE SIDE FOR TERMS AND CONDITIONS TELEPHONE 1858 - 7136



VENDOR

\*303143449

PO BOX 929

REALITYWORKS

EAU CLAIRE WI

State of West Virginia
Department of Administration
Purchasing Division
2019 Washington Street East
Post Office Box 50130
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PAGE
4

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> HEALTH AND HUMAN RESOURCES BPH/MCH--MATERNAL CHILD HEALTH

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	ontact _M						ARLY): 5 <u>8 - 7</u>	  '7./_			
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SIGNATURE				SEE REV	ERSE SIC	DE FOR TEF	RMS AND CON	ADITION	is K — 1712	DATE A	<u> </u>
TITLE OVALUA OU	<i>(1)</i>	FEI	<sup>N</sup> 39 -	1810	<u> </u>	7	<u> </u>	300	ノーバミ ADDRE	SS CHANGES	TO BE NOTED ABOVE
Presider	<u> </u>		$\mathcal{O}$	0	1000	<b>,</b>					

# STATE OF WEST VIRGINIA

PUR	CHASE	CONTIN	UATION	SHEET
Vendor:	Realitu	WOKKS	P.O. Date	a.

Page 2 of	2 Pages	Requisition / P.O. No: MCH10100
File:	Acct No.:	
Spending Unit:	IMOETIDE	

		90 Date:	WVDHHR/BPH/OMCFH/RFTS				
Item No.	Quantity	Description	Unit Price	Amount			
Item No.	Quantity 24 SETS		OOLL: IGHT, USED FELLING	Amount			
	1	INFANT THAT IS CHOKING  * A MINIMUM ONE YEAR WARRANTY  MANDATORY SPECIFICATIONS FOR RESUSCI BABY CPR MANIKIN  * MUST SIMULATE A REAL INFANT; I E., WEIGHT, HEIGHT, BODDESIGN TO ENSURE PROPER CPR TRAINING TECHNIQUES  * HEAD MUST TILT AND THE CHIN MUST LIFT FOR AN OPEN AII  * MUST INCLUDE A MINIMUM OF THREE REMOVABLE/REUSABI FACES, SIX DISPOSABLE AIRWAYS, DOLL WIPES, PULSE BUL AND TUBING  * MUST CONTAIN AN ENGLISH LANGUAGE TEACHING CURRICUCD THAT CAN BE USED TO TEACH NEW PARENTS HOW TO H, EMERGENCY SITUATIONS OR INSTRUCTIONS ON CARING FOR INFANT THAT REQUIRES CPR.  * A MINIMUM ONE YEAR WARRANTY  MANDATORY SPECIFICATIONS FOR SPECIAL NEEDS INFANT DOLING MUST SIMULATE A REAL INFANT; I.E., WEIGHT, HEIGHT, BODDESIGN, TO ALLOW FOR TEACHING OF SPECIAL MEDICAL PROCEDURES  * MUST INCLUDE A TRACHEOSTOMY TUBE, GASTROSTOMY TUNASOGASTRIC TUBE, INFANT CATHETER TUBE, SUCTION CATKIT, AND COLOSTOMY STOMA  * MUST INCLUDE SPECIAL TRAINING INFORMATION FOR TRACHEOSTOMY CARE, GASTROSTOMY CARE, AND NASOGA CARE  * MUST INCLUDE SPECIAL TRAINING INFORMATION FOR TRACHEOSTOMY CARE, GASTROSTOMY CARE, AND NASOGA CARE  * MUST CONTAIN AN ENGLISH LANGUAGE TEACHING CURRICUCD THAT CAN BE USED TO TEACH NEW PARENTS HOW TO HAE EMERGENCY SITUATIONS OR INSTRUCTIONS ON CARING FOR INFANT WITH A SPECIAL NEED; I.E., TRACHEOSTOMY TUBE, GASTROSTOMY TUBE, ETC THE CURRICULUM MUST CONTAIN MINUMUM THREE RECOMMENDED ACTIVITIES FOR THE TRAIN USE WHEN VISITING NEW MOTHERS OR MOTHERS-TO-BE.  * A MINIMUM ONE YEAR WARRANTY	RWAY LE B, ULUM ON ANDLE PR AN  L: Y  JBE, THETER  STRIC SLUM ON ANDLE R AN				
18	C.	ANDATORY SPECIFICATIONS FOR INFANT HEALTH TRIO STORAGES:  * INDIVIDUAL PADDED SECTIONS FOR EACH OF THE THREE DOL  * STORAGE FOR CURRICULUM CD'S  * STORAGE POCKET FOR ADDITIONAL TEACHING INFORMATION  * WHEELS AND TELESCOPING HANDLE FOR EASY TRANSPORTA  * SECURITY STRAP TO HOLD THE DOLLS IN SECURELY	LS				

# COST SHEET FOR MCH10100

Item #	QUANTITY	TO TENEDOTE		
		UESCRIP LION	UNIT PRICE	TOTAL COST
	\$25 F C			
-f	74 51	TRAINING INFANT SIMULATOR DOLLS THAT ARE		
		REALITYWORKS HEALTH SCIENCE SIMULATIONS ADD-	# 199 00	
		ON PACKAGE, ITEM #11010410 OR EQUAL		100'9/1/QC
		(24 SETS AT 3 DOLLS PER SET)	1	
2	18 = 1		(PER SET)	
ı	Y or	REALLIYWORKS INFANT HEALTH TRIO STORAGE CASE,		
		ITEM #11068101 OR EQUAL	\$ 239 00	★ R O > > A C
		(EACH CASE HOLDS 3 DOLLS)	3	00.887C
ന	1.JB	SHIPPING AND HAMPING TI ABBLICARY		
		STATE OF THE THIND IF APPLICABLE		00 ×t0 €
		TOTAL COST		)
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Contract will be awarded to lowest bidder responsible vendor meeting the bid specifications.

Vendor must submit an original itemized invoice for order. Payment will be made in arrears after receipt of completed order.

Rev 09/08

# Realityworks State of West Virginia

State of West Virginia

VENDOR PREFERENCE CERTIFICATE

ation\* is hereby made for Preference in according to the control of the

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

Data	Title:
Bidder:	Signed:
and acc	enalty of law for false swearing (West Virginia Code, §61-5-3), Bidder hereby certifies that this certificate is true curate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate s during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.
authoriz the requ deemed	nission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and es the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid ired business taxes, provided that such information does not contain the amounts of taxes paid nor any other information by the Tax Commissioner to be confidential.
requirer against or dedu	inderstands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the nents for such preference, the Secretary may order the Director of Purchasing to: (a) reject the bid; or (b) assess a penalty such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency cted from any unpaid balance on the contract or purchase order
6	Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
5.	Application is made for 3.5% resident vendor preference who is a veteran for the reason checked: Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; or,
4.	Application is made for 5% resident vendor preference for the reason checked: Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; or,
3.	Application is made for 2.5% resident vendor preference for the reason checked: 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 Bidder's 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; or,
2	Application is made for 2.5% resident vendor preference for the reason checked: 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; or,
<u> </u>	preceding the date of this certification; or, Bidder is a 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; or,
1.	Application is made for 2.5% resident vendor 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 corporation resident vendor and 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 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

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive

REQNO MCH 10100

# STATE OF WEST VIRGINIA Purchasing Division

# **PURCHASING 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 owed is an amount greater than one thousand dollars in the aggregate.

### **DEFINITIONS:**

WITNESS THE FOLLOWING SIGNATURE

"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

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

# 

# Realityworks®

2709 Mondovi Road PO Box 929 Eau Claire, WI 54702-0929 USA Phone: 800.830 1416 • +1.715.830 2040 Fax:+1.715.830.2050 www realityworks com

Customer Number:

0042354

Quote Date:

05/11/2010

Quote #:

19003149 D

Expires On:

07/10/2010

Terms:

Due in 30 Days

Product Consultant:

Merri Johnson

Email:

merri johnson@realityworks com

Phone:

(800) 830-1416 x1171

Prepared For: Donna Childress Contact Phone: (304) 558-5388

Bill To Information

WV Dept of Health & Human Resources Attn: Donna Childress

350 Capitol Street, Room 519

Charleston, WV 25301

Ship To Information

WV Dept of Health & Human Resources

Attn: Donna Childress 350 Capitol Street, Room 519

Charleston, WV 25301

Product Number	Description	List I Price	Discount Given Qty	Extended Price
11010410	Health Science Sims Add-On Package	\$1,499.00	24	\$35,976.00
Health Science	e Simulations Add-On Package			
	Infant Airway Obstruction Curriculum CD		24	
	Emergency Infant CPR Curriculum CD		24	
	Special Needs Infant Curriculum CD		24	
	Laerdal Resusci Baby CPR Manikin		24	
	Simulaid Infant Choking Manikin		24	
	Lifeform Special Needs Infant		24	
11068101	Infant Health Trio Storage Case	\$329.00	18	\$5,922.00
99968100	Trio Case Shipping & Handling	\$40,.00	\$15.00 18	\$450.00

Product Total: \$42,348.00

Tax:

Shipping & Handling Via UPS Ground:

\$0.00 \$1,798 80

\$44,146.80 Total:

Comments:

Questions on your Quote?

Contact your Product Consultant (see top of this page).

\*\*To ensure accuracy, please remember to include the Quote number of 19003149 D on all correspondence

# Realityworks Live it. Learn it.

2709 Mondovi Road PO Box 929 Eau Claire, WI 54702-0929 USA Phone: 800.830.1416 • +1.715.830.2040 Fax:+1.715.830.2050 www.realityworks.com

Continued from previous page



Customer Number:

0042354

Quote Date:

05/11/2010 19003149 D

Quote #:

07/10/2010

Expires On:

31/10/2010

Terms:

Due in 30 Days

Product Consultant:

Merri Johnson

Email:

merri johnson@realityworks com

Phone: (800) 830-1416 x1171