

June 13, 2011

Frank Whittaker
Department of Administration
Purchasing Division
Building 15
2019 Washington Street, EAST
Charleston, WV 25305-0130

Dear Mr. Whittaker,

ECP is pleased to provide our response to the State's RFQ Number LAB5990 for the West Virginia Department of Labor's OnBase System Maintenance Renewal. The renewal period covered by this bid is July 1, 2011 through June 30, 2012. Our bid pricing assumes that the first year maintenance will be paid in full upon contract award. In addition, the pricing provided is contingent upon the State finalizing the OnBase upgrade to version 10 by June 30, 2011. Should the OnBase upgrade to version 10 not be completed, an extended support maintenance fee in the amount of \$4,753 may be imposed for use of OnBase version 6.4. Robert Bryant has indicated that this upgrade will be complete by 6/30/2011 so this should not be a problem.

Please note that Hyland software announced in the fall of 2010 a maintenance increase from 18% of list price to 20% of this list. This increase will be introduced to existing clients in .5% increments over a 4 year period as follows:

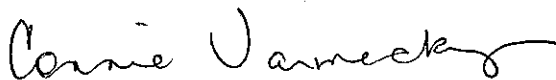
Year	Maintenance %
2011	18.5%
2012	19%
2013	19.5%
2014	20%

As a result of this increase spread across the next few years, option year 2 and 3 will be offered to the State with a 3% increase year over year as follows:

Renewal Periods	Maintenance Amount
RFQ Pricing: July 1, 2011 through June 30, 2012	\$23,767.88
Option Year 1: July 1, 2012 through June 30, 2013	\$24,480.91
Option Year 2: July 1, 2013 through June 30, 2014	\$25,215.34

Please do not hesitate to call me for any clarifications needed for our response.

Regards,



Connie Varnecky
Client Services Manager





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: **LAB5990**

PAGE: **1**

ADDRESS CORRESPONDENCE TO ATTENTION OF:
**FRANK WHITTAKER
 304-558-2316**

**RFQ COPY
 TYPE NAME/ADDRESS HERE**

Enterprise Consulting Partners
 950 Herndon Parkway, Suite 370
 Herndon, VA 20170

**DIVISION OF LABOR
 1900 KANAWHA BOULEVARD EAST**

**CHARLESTON, WV
 25305 304-558-7890**

DATE PRINTED	TERMS OF SALE	SNIP/WA	F.O.B.	FREIGHT TERMS
05/12/2011				

BID OPENING DATE: **06/16/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
0001	1	LS		939-22		
<p>MAINTENANCE, COMPUTER SOFTWARE</p> <p>THE WEST VIRGINIA PURCHASING DIVISION, FOR THE AGENCY, THE WEST VIRGINIA DIVISION OF LABOR, IS SOLICITING BIDS FROM RESPONSIBLE VENDORS TO PROVIDE ANNUAL MAINTENANCE FOR FOURTEEN (14) PRODUCTS/MODULES FOR THE ONBASE IMAGING SYSTEM. PER THE ATTACHED SPECIFICATIONS.</p> <p>ALL TECHNICAL QUESTIONS MUST BE SUBMITTED IN WRITING TO FRANK WHITTAKER IN THE WV PURCHASING DIVISION VIA EMAIL AT FRANK.M.WHITTAKER@WV.GOV OR VIA FAX AT 304-558-4115. DEADLINE FOR TECHNICAL QUESTIONS IS 05/26/2011 AT 4:00 PM. ALL TECHNICAL QUESTIONS WILL BE ADDRESSED BY ADDENDUM AFTER THE DEADLINE.</p> <p>EXHIBIT 3</p> <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</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE: *Cornie Vannech* TELEPHONE: 703-787-9393/459 DATE: 6-14-11

TITLE: Client Services Mgr FIRM: 54-1799242 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
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

WV PURCHASING AGENCY SECTION Fax 304-558-4115

May 19 2011 11:08am P002/009

request for
Quotation

LAB5990

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ADDRESS CORRESPONDENCE TO ATTENTION OF
FRANK WHITTAKER
 304-558-2316

*222135228 513-677-1812
 ENTERPRISE CONSULTING PARTNERS
 950 HERNDON PKWY STE 370
 HERNDON VA 20170-5548

DIVISION OF LABOR
 1900 KANAWHA BOULEVARD EAST
 CHARLESTON, WV
 25305 304-558-7890

DATE PERIOD	TERMS OF SALE	SHIP VIA	FOR	EXEMPT TERMS
05/12/2011				
BID OPENING DATE: 06/16/2011		BID OPENING TIME 01:30PM		

LINE	QUANTITY	UOP	DATE NO	ITEM NUMBER	UNIT PRICE	AMOUNT
<p>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> <p>BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THE STATE MAY DEEM THE CONTRACT NULL AND VOID, AND TERMINATE SUCH CONTRACT 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> <p>REV. 05/26/2009</p> <p>NOTICE</p> <p>A SIGNED BID MUST BE SUBMITTED TO:</p> <p>DEPARTMENT OF ADMINISTRATION PURCHASING DIVISION</p>						

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Cornie Varney</i>	TELEPHONE 703-787-9393 x157	DATE 6-14-11
TITLE <i>Chief Service Mgr</i>	FERN 54-1799242	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
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**request for
 Quotation**

RFQ NUMBER
LAB5990

PAGE
3

ADDRESS CORRECTIONS AND ATTENTION TO
FRANK WHITTAKER
304-558-2316

RECEIVED

*222135228 513-677-1812
ENTERPRISE CONSULTING PARTNERS
950 HERNDON PKWY STE 370

HERNDON VA 20170-5548

RECEIVED

DIVISION OF LABOR
1900 KANAWHA BOULEVARD EAST

CHARLESTON, WV
25305 304-558-7890

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/12/2011				

BID OPENING DATE: **06/16/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	QTY NO	ITEM NUMBER	UNIT PRICE	AMOUNT
	BUILDING 15 2019 WASHINGTON STREET, EAST CHARLESTON, WV 25305-0130					
THE BID SHOULD CONTAIN THIS INFORMATION ON THE FACE OF THE ENVELOPE OR THE BID MAY NOT BE CONSIDERED:						
SEALED BID.						
BUYER:				44		
RFQ. NO.:				LAB5990		
BID OPENING DATE:				06/16/2011		
BID OPENING TIME:				1:30 PM		
PLEASE PROVIDE A FAX NUMBER IN CASE IT IS NECESSARY TO CONTACT YOU REGARDING YOUR BID:						
				703-940-0445		
CONTACT PERSON (PLEASE PRINT CLEARLY):						
				Connie Varnecky		
				703-787-9393 x157		
				Connie.Varnecky@ecpcorp.com		

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE *Connie Varnecky* TELEPHONE **703-787-9393 x157** DATE **6-24-11**

TITLE *Chief Services Mgr* FEIN **54-1799242** 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
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

**request for
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RFQ NUMBER
LAB5990

PAGE
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ADDRESS CORRESPONDENCE TO ATTENTION OF
**FRANK WHITTAKER
 304-558-2316**

PROPERTY

*222135228 513-677-1812
 ENTERPRISE CONSULTING PARTNERS
 950 HERNDON PKWY STE 370
 HERNDON VA 20170-5548

PROPERTY

DIVISION OF LABOR
 1900 KANAWHA BOULEVARD EAST
 CHARLESTON, WV
 25305 304-558-7890

DATE PRINTED	TERMS OF SALE	SHIP VIA	F.O.B.	FREIGHT TERMS
05/12/2011				

BID OPENING DATE: **06/16/2011** BID OPENING TIME **01:30PM**

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
***** THIS IS THE END OF RFQ LAB5990 ***** TOTAL:						\$23,767.88

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

SIGNATURE <i>Connie Jarnechy</i>	TELEPHONE 703-787-9393 x157	DATE June 14, 2011
TITLE Client Services Mgr	FEN 54-1799242	ADDRESS CHANGES TO BE NOTED ABOVE

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

Rev. 09/08

State of West Virginia 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 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 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,
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,
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,
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,
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,
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.

Bidder understands if the Secretary of 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) reject the bid; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

Under penalty of law for false swearing (*West Virginia Code*, §61-5-3), Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.

Bidder: Enterprise Consulting Partners Signed: Connie Varnech
 Date: 6-14-11 Title: Client Services Mgr

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

BID COST SHEET
RFQ LAB5990

Vendor Name: Enterprise Consulting Partners
Signature and Date: *Carrie Varnekey* 6-14-11

Note: The signatory must be an individual or a company officer empowered to contractually bind the vendor. The cost, detailed below, must indicate the price for providing the entire scope of services, including all services as defined in the attached specifications, as well as any applicable state and/or federal taxes. The cost shall remain valid for at least 120 days from date of bid opening and thereafter in accordance with any resulting contract between the vendor and the State. All monetary amounts are United States currency.

Item #	Quantity	Cost Item Descriptions	Item Cost	Total Cost
1	1	Multi-User License	\$693.75	\$693.75
2	34	Concurrent Client - 1 to 100 users	\$166.50	\$5,661.00
3	1	Production Document Imaging Kofax or TWAIN	\$693.75	\$693.75
4	6	Production Document Imaging Kofax or TWAIN	\$277.50	\$1,665.00
5	1	Production Document Imaging (ISIS or TWAIN)	\$693.75	\$693.75
6	1	Document Retention	\$1,387.50	\$1,387.50
7	1	Workflow Departmental Server	\$1,387.50	\$1,387.50
8	32	Workflow Concurrent User	\$138.75	\$4,440.00
9	1	Virtual Print Driver	\$693.75	\$693.75
10	1	Application Enabler	\$2,081.25	\$2,081.25
11	1	EDM Services	\$693.75	\$693.75
12	1	Disconnected Scanning	\$277.50	\$277.50
13	3	Desktop Document Imaging (Unlimited)	\$208.13	\$624.38
14	1	Storage Integration for EMC Centera	\$2,775.00	\$2,775.00
GRAND TOTAL			\$23,767.88*	
Option Year 1			\$24,480.91	
Option Year 2			\$25,215.34	

* Please note that this pricing is dependent upon the completion of the WV DOL Production System Upgrade to Version 10 by 6/30/2011.

RFQ No. LA85990

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:

"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 exceeds 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.

WITNESS THE FOLLOWING SIGNATURE

Vendor's Name: Enterprise Consulting Partners

Authorized Signature: Carrie Jarman Date: 6-14-11

State of Virginia

County of Fairfax, to-wit:

Taken, subscribed, and sworn to before me this 14th day of June, 2011.

My Commission expires June 30th, 2011.

AFFIX SEAL HERE

NOTARY PUBLIC

[Handwritten Signature]

