

Dear Jessica,  
Solicitation#- CRFQ 0802 DMV1600000004

Thank you for the opportunity to bid on the requirements based on the configuration of IBM products recommended. We understand the importance of this project to West Virginia DMV and we have enclosed a proposal for the necessary software to help ensure its success.

Prolifics has an entire practice dedicated to providing expert level technical services for IBM software, including the WebSphere Application Services. This focused commitment to IBM allows us to deliver a unique and highly differentiated level of technical expertise to our customers, and is something that our company is recognized for throughout the greater IBM community.

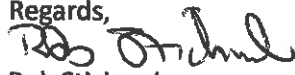
Based on the requirements you have provided; our team has prepared the attached proposal for WebSphere Application Services. On review, we determined there were multiple ways of meeting your licensing needs and have enclosed quotes for each along with a discussion of each.

Option 1: Most precisely conforms to the RFP request. It has 840 PVUs of WAS ND which can be deployed in Production or Non-Production systems. This option includes Yr 1 of Support and Subscription in the initial purchase and two additional renewals to conform to the 36 months of coverage being requested.

Option 2: This version is all WAS ND, but allows for a greater price discount by declaring 280 PVUs strictly for Prod Usage. This version has the Production and Non-Production parts on separate lines. However, this version requires to signing of an IBM Contract Addendum stating that 280 PVUs will be for NON-PRODUCTION use only. Other than this designation, there is no functional difference between Options 1 and 2.

Option 3: This version uses a new part for WebSphere Family Edition (<http://www-03.ibm.com/software/products/en/websphere-application-server-family-edition>). This version is more expensive than Options 1 or 2. This is because the license for WebSphere Application Server Family Edition provides Process Value Unit (PVU) entitlement for the bundled product editions relative to their value. For every one PVU of WebSphere Application Server Family Edition purchased, you are entitled to deploy either: One PVU of WebSphere Application Server Network Deployment or Four PVUs of WebSphere Application Server or Eight PVUs of WebSphere Application Server Liberty Core. This version "may" allow for the reduction in renewal costs – Prolifics would be happy to help in making that determination.

Thank you for your interest in Prolifics. We look forward to working with the West Virginia DMV on this initiative and any future requirements.

Regards,  
  
Rob Stichweh  
Account Executive  
Prolifics  
614-886-8669

07/06/16 09:39:22  
WJ Purchasing Division



Global Technology Solutions Provider

Quotation

BLOA

DW070516-002763C

| Vendor Information   | Ship To Address  |
|--|--|
| <b>From:</b> Brad Hertenstein<br><b>Company:</b> Prolifics<br><b>Address:</b> 5 Hanover Square<br>Suite 2001<br>New York, NY 10004<br><b>Phone:</b> 407 641 0763<br><b>Fax:</b> 646 365 3296<br><b>Email:</b> ibmvar@prolifics.com | <b>To:</b><br><b>Company:</b> WEST VIRGINIA DIVISION OF MOTOR VEHICLE<br><b>Address:</b> 5707 MACCORKLE AVENUE, SE<br>CHARLESTON WV 25317<br><b>Phone:</b><br><b>Fax:</b><br><b>Email:</b> |

| Customer Information  | Bill To Address  |
|---|--|
| <b>WEST VIRGINIA DIVISION OF MOTOR VEHICLE</b><br><b>PASSPORT ADVANTAGE #:</b> 233847-3862609<br><b>SW205589-v2</b><br><b>ANNIVERSARY:</b> Jul<br><b>QUOTE DATE:</b> 7/5/2016<br>17284114<br>Option 1 | <b>To:</b><br><b>Company:</b> WEST VIRGINIA DIVISION OF MOTOR VEHICLE<br><b>Address:</b> 5707 MACCORKLE AVENUE, SE<br>CHARLESTON WV 25317<br><b>Phone:</b><br><b>Fax:</b><br><b>Email:</b> |

| Qty | Part Number | Description  | Unit Price | Extended Price |
|-----|-------------|--|------------|----------------|
| 840 | D55WJLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) License + SW Subscription & Support 12 Months | \$ 149.60  | \$ 125,664.00  |
| 840 | E025SLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) Annual SW Subscription & Support Renewal      | \$ 37.40   | \$ 31,416.00   |
| 840 | E025SLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) Annual SW Subscription & Support Renewal      | \$ 37.40   | \$ 31,416.00   |

Sub Total : \$ 188,496.00  
 Discount \$ (43,395.60)  
**Grand Total \$ 145,100.40**

Terms:  
 QUOTE EXPIRATION: 9/29/2016

- To place an order, please fax a corresponding Purchase Order to 646-365-3296 or e-mail IBMvar@prolifics.com. Alternatively, the BLOA can be signed in lieu of a purchase order.
  - For bundled software and services, please issue two purchase orders for software and services separately.
  - If issuing a purchase order, it should be issued to: Prolifics, 5 Hanover Square, Suite 2001, New York, NY 10004
  - Please include shipment information and payment terms of net thirty (30) days.
  - If end user's company policy is that PO must be issued/established in order to ensure payment within 30 days then the BLOA cannot be utilized in lieu of a PO.
- Customer Requested Arrival Date (CRAD): Ship to address same as bill to address above unless otherwise noted. Parties hereto acknowledge and agree that none of the product shall ship prior to execution of this document.
- Your acquisition and use of the software and/or support services is governed exclusively by the terms of your Passport Advantage Agreement with IBM®
- All prices are in US Dollars. This quotation does not include sales tax or freight. Freight will be added to all invoices and applicable taxes will apply. Estimated freight charges are available upon request.
- Payment terms: Net 30 pending credit approval. Customer may satisfy this obligation by enlisting a third party lessor who shall make payment in full within 30 days, hold title to the product, and lease said product to Customer.
- If not issuing a PO, please have the authorized party sign at the bottom of this letter indicating concurrence with all Terms and Conditions. The parties signing below are expressly invested with the requisite authority to bind their corporation in this matter

| PROPRIETARY NOTICE INFORMATION   | Wire Instructions for PRE-PAID ORDERS ONLY are as follows:  |
|--|---|
| This document is the intellectual property of Prolifics and is proprietary and confidential. No reproduction, disclosure, or other use of this material is permitted without the expressed written consent of Prolifics. Acceptance of delivery of this document constitutes acknowledgement of the confidential relationship and terms. | <b>Bank :</b> Wells Fargo Banks, N.A.<br>420 Montgomery Street<br>San Francisco, CA 94104<br><b>ABA # :</b> 121000248<br><b>Acct Name :</b> Prolifics, Inc.<br><b>Acct # :</b> 4121902324 |

Name :  
 Title :  
 Company: WEST VIRGINIA DIVISION OF MOTOR VEHICLE  
 Binding Letter of Agreement if signed

Date :

**Quotation**

**BLOA DW070516-002764C**

*This Quote is pending IBM approval.*

| Vendor Information   | Ship To Address  |
|--|--|
| <b>From:</b> Brad Hertenstein<br><b>Company:</b> Prolifics<br><b>Address:</b> 5 Hanover Square<br>Suite 2001<br>New York, NY 10004<br><b>Phone:</b> 407 641 0763<br><b>Fax:</b> 646 365 3296<br><b>Email:</b> ibmvar@prolifics.com | <b>To:</b><br><b>Company:</b> WEST VIRGINIA DIVISION OF MOTOR VEHICLE<br><b>Address:</b> 5707 MACCORKLE AVENUE, SE<br>CHARLESTON WV 25317<br><b>Phone:</b> -<br><b>Fax:</b> -<br><b>Email:</b> - |

| Customer Information   | Bill To Address  |
|--|--|
| <b>WEST VIRGINIA DIVISION OF MOTOR VEHICLE</b><br><b>PASSPORT ADVANTAGE #: 233847-3862609</b><br>0<br><b>ANNIVERSARY:</b> Jul<br><b>QUOTE DATE:</b> 7/1/2016<br>17284954<br>Option 2 | <b>To:</b><br><b>Company:</b> WEST VIRGINIA DIVISION OF MOTOR VEHICLE<br><b>Address:</b> 5707 MACCORKLE AVENUE, SE<br>CHARLESTON WV 25317<br><b>Phone:</b> -<br><b>Fax:</b> -<br><b>Email:</b> - |

| Qty                   | Part Number | Description  | Unit Price | Extended Price        |
|-----------------------|-------------|--|------------|-----------------------|
| <b>Production</b>     |             |  |            |                       |
| 560                   | D55WILL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) License + SW Subscription & Support 12 Months           | \$ 149.60  | \$ 83,776.00          |
| 560                   | E025SLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) Annual SW Subscription & Support Renewal - 2nd Year S&S | \$ 29.92   | \$ 16,755.20          |
| 560                   | E025SLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) Annual SW Subscription & Support Renewal - 3rd Year S&S | \$ 37.40   | \$ 20,944.00          |
| <b>Non-Production</b> |             |  |            |                       |
| 280                   | D55WILL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) License + SW Subscription & Support 12 Months           | \$ 93.50   | \$ 26,180.00          |
| 280                   | E025SLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) Annual SW Subscription & Support Renewal - 2nd Year S&S | \$ 18.70   | \$ 5,236.00           |
| 280                   | E025SLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) Annual SW Subscription & Support Renewal - 3rd Year S&S | \$ 37.40   | \$ 10,472.00          |
| <b>Sub Total :</b>    |             |  |            | <b>\$ 163,363.20</b>  |
| <b>Discount :</b>     |             |  |            | <b>\$ (36,857.30)</b> |
| <b>Grand Total :</b>  |             |  |            | <b>\$ 126,505.90</b>  |

*This Quote is pending IBM approval.*

**Terms:**  
**QUOTE EXPIRATION 9/29/2016**

- To place an order, please fax a corresponding Purchase Order to 646-365-3296 or e-mail IBMvar@prolifics.com. Alternatively, the BLOA can be signed in lieu of a purchase order.
  - For bundled software and services, please issue two purchase orders for software and services separately.
  - If issuing a purchase order, it should be issued to: Prolifics, 5 Hanover Square, Suite 2001, New York, NY 10004
  - Please include shipment information and payment terms of net thirty (30) days.
  - If end user's company policy is that PO must be issued/established in order to ensure payment within 30 days then the BLOA cannot be utilized in lieu of a PO.
- Customer Requested Arrival Date (CRAD): Ship to address same as bill to address above unless otherwise noted. Parties hereto acknowledge and agree that none of the product shall ship prior to execution of this document.
- Your acquisition and use of the software and/or support services is governed exclusively by the terms of your Passport Advantage Agreement with IBM®
- All prices are in US Dollars. This quotation does not include sales tax or freight. Freight will be added to all invoices and applicable taxes will apply. Estimated freight charges are available upon request.
- Payment terms: Net 30 pending credit approval. Customer may satisfy this obligation by enlisting a third party lessor who shall make payment in full within 30 days, hold title to the product, and lease said product to Customer.
- If not issuing a PO, please have the authorized party sign at the bottom of this letter indicating concurrence with all Terms and Conditions. The parties signing below are expressly invested with the requisite authority to bind their corporation in this matter.

| PROPRIETARY NOTICE INFORMATION   | Wire Instructions for PRE-PAID ORDERS ONLY are as follows:  |
|--|---|
| This document is the intellectual property of Prolifics and is proprietary and confidential. No reproduction, disclosure, or other use of this material is permitted without the expressed written consent of Prolifics. Acceptance of delivery of this document constitutes acknowledgement of the confidential relationship and terms. | <b>Bank:</b> Wells Fargo Banks, N.A.<br>420 Montgomery Street<br>San Francisco, CA 94104<br><b>ABA #:</b> 121000248<br><b>Acct Name:</b> Prolifics, Inc.<br><b>Acct #:</b> 4121902324 |

**Name :**  
**Title :**  
**Company:** WEST VIRGINIA DIVISION OF MOTOR VEHICLE

**Date :**

Binding Letter of Agreement if signed



**Quotation**

**BLOA DW070516-002768B**

*This Quote is pending IBM approval.*

| Vendor Information          |  | Ship To Address                                  |  |
|-----------------------------|--|--|--|
| From: Brad Hertenstein      |  | To:  |  |
| Company: Prolifics          |  | Company: WEST VIRGINIA DIVISION OF MOTOR VEHICLE |  |
| Address: 5 Hanover Square   |  | Address: 5707 MACCORKLE AVENUE, SE               |  |
| Suite 2001                  |  | CHARLESTON WV 25317                              |  |
| New York, NY 10004          |  |  |  |
| Phone: 407 641 0763         |  | Phone: -   |  |
| Fax: 646 365 3296           |  | Fax: -   |  |
| Email: ibmvar@prolifics.com |  | Email: -   |  |

| Customer Information                    |  | Bill To Address                                  |  |
|---|--|--|--|
| WEST VIRGINIA DIVISION OF MOTOR VEHICLE |  | To:  |  |
| PASSPORT ADVANTAGE #: 233847-3862609    |  | Company: WEST VIRGINIA DIVISION OF MOTOR VEHICLE |  |
|   |  | Address: 5707 MACCORKLE AVENUE, SE               |  |
|   |  | CHARLESTON WV 25317                              |  |
| ANNIVERSARY: Jul                        |  | Phone: -   |  |
| QUOTE DATE: 7/5/2016                    |  | Fax: -   |  |
| Option 3                                |  | Email: -   |  |

| Qty | Part Number | Description  | Unit Price           | Extended Price       |
|-----|-------------|--|----------------------|----------------------|
| 840 | D1K16LL     | IBM WebSphere Application Server Family Edition Processor Value Unit (PVU) License + SW Subscription & Support 12 Months                     | \$ 144.02            | \$ 120,976.80        |
| 840 | E0M8FLL     | IBM WebSphere Application Server Family Edition Processor Value Unit (PVU) Annual SW Subscription & Support Renewal 12 Months - 2nd Year S&S | \$ 28.80             | \$ 24,192.00         |
| 840 | E0M8FLL     | IBM WebSphere Application Server Network Deployment Processor Value Unit (PVU) Annual SW Subscription & Support Renewal - 3rd Year S&S       | \$ 28.80             | \$ 24,192.00         |
|     |             |  | <b>Sub Total :</b>   | <b>\$ 169,360.80</b> |
|     |             |  | <b>Discount :</b>    | <b>\$ (9,643.32)</b> |
|     |             |  | <b>Grand Total :</b> | <b>\$ 159,717.48</b> |

*This Quote is pending IBM approval.*

Terms:  
QUOTE EXPIRATION 9/29/2016

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  - If issuing a purchase order, it should be issued to: Prolifics, 5 Hanover Square, Suite 2001, New York, NY 10004
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- Customer Requested Arrival Date (CRAD): Ship to address same as bill to address above unless otherwise noted. Parties hereto acknowledge and agree that none of the product shall ship to prior to execution of this document.
- Your acquisition and use of the software and/or support services is governed exclusively by the terms of your Passport Advantage Agreement with IBM\*
- All prices are in US Dollars. This quotation does not include sales tax or freight. Freight will be added to all invoices and applicable taxes will apply. Estimated freight charges are available upon request.
- Payment terms: Net 30 pending credit approval. Customer may satisfy this obligation by enlisting a third party lessor who shall make payment in full within 30 days, hold title to the product, and lease said product to Customer.
- If not issuing a PO, please have the authorized party sign at the bottom of this letter indicating concurrence with all Terms and Conditions. The parties signing below are expressly invested with the requisite authority to bind their corporation in this matter

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|--|---|
| This document is the intellectual property of Prolifics and is proprietary and confidential. No reproduction, disclosure, or other use of this material is permitted without the expressed written consent of Prolifics. Acceptance of delivery of this document constitutes acknowledgement of the confidential | Bank : Wells Fargo Banks, N.A.<br>420 Montgomery Street<br>San Francisco, CA 94104<br>ABA # : 121000248<br>Acct Name : Prolifics, Inc.<br>Acct # : 4121902324 |

Name :  
Title :  
Company : WEST VIRGINIA DIVISION OF MOTOR VEHICLE  
Binding Letter of Agreement if signed

Date :



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 21 - Info Technology

Proc Folder: 219227  
 Doc Description: IBM WebSphere and DB2 software RFQ, or equal  
 Proc Type: Central Purchase Order

| Date Issued | Solicitation Closes    | Solicitation No         | Version |
|-------------|------------------------|-------------------------|---------|
| 2016-06-08  | 2016-07-06<br>13:30:00 | CRFQ 0802 DMV1600000004 | 1       |

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**Vendor Name, Address and Telephone Number:**

Prolifics 800-458-3313  
 5 Hanover Square  
 Suite 2001  
 New York, NY 10004

**FOR INFORMATION CONTACT THE BUYER**

Jessica S Chambers  
 (304) 558-0246  
 jessica.s.chambers@wv.gov

Signature X *J.S. Chambers*

FEIN # 11-2497724

DATE 7/5/16

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

The West Virginia Purchasing Division is soliciting bids on behalf of the Division of Motor Vehicles (DMV) for a contract for the purchase of Licenses, Maintenance, and Support for WebSphere Application Server v8.5 -64 bit Network Deployment for Clustered Environment, or equal and IBM DB2 10.1 Enterprise for Windows, or equal, per the specifications, and Terms and Conditions as attached.

| INVOICE TO:                 |         | SHIP TO:                    |          |
|-----------------------------|---------|-----------------------------|----------|
| MANAGER                     |         | MANAGER                     |          |
| DIVISION OF MOTOR VEHICLES  |         | DIVISION OF MOTOR VEHICLES  |          |
| PURCHASING/ACCOUNTS PAYABLE |         | PURCHASING/ACCOUNTS PAYABLE |          |
| 1317 HANSFORD ST            |         | 1317 HANSFORD ST            |          |
| CHARLESTON                  | WV25301 | CHARLESTON                  | WV 25301 |
| US                          |         | US                          |          |

| Line | Comm Ln Desc                               | Qty     | Unit Issue | Unit Price | Total Price |
|------|--|---------|------------|------------|-------------|
| 1    | PVU PER ATTACHED PRICING PAGE (EXHIBIT A). | 0.00000 | EA         |            |             |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 43230000  |              |               |         |

**Extended Description :**

PROCESSOR VALUE UNITS PER THE ATTACHED PRICING PAGE (EXHIBIT A).

|                      |                                       |  |                              |
|----------------------|---------------------------------------|--|------------------------------|
| <b>DMV1600000004</b> | <b>Document Phase</b><br><b>Draft</b> | <b>Document Description</b><br>IBM WebSphere and DB2 software RFQ, or<br>equal | <b>Page 3</b><br><b>of 3</b> |
|----------------------|---------------------------------------|--|------------------------------|

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

## INSTRUCTIONS TO VENDORS SUBMITTING BIDS

**1. REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

**2. MANDATORY TERMS:** The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

**3. PREBID MEETING:** The item identified below shall apply to this Solicitation.

A pre-bid meeting will not be held prior to bid opening

A NON-MANDATORY PRE-BID meeting will be held at the following place and time:

A MANDATORY PRE-BID meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. The State will not accept any other form of proof or documentation to verify attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.



Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in, but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

**4. VENDOR QUESTION DEADLINE:** Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below in order to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are nonbinding.

Submitted e-mails should have solicitation number in the subject line.

Question Submission Deadline: June 22, 2016 at 3:00PM (EST)

Submit Questions to: Jessica Chambers  
2019 Washington Street, East  
Charleston, WV 25305  
Fax: (304) 558-4115 (Vendors should not use this fax number for bid submission)  
Email: Jessica.S.Chambers@wv.gov

**5. VERBAL COMMUNICATION:** Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

**6. BID SUBMISSION:** All bids must be submitted electronically through wvOASIS or signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason. The Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via e-mail. Acceptable delivery methods include electronic submission via wvOASIS, hand delivery, delivery by courier, or facsimile.

The bid delivery address is:  
 Department of Administration, Purchasing Division  
 2019 Washington Street East  
 Charleston, WV 25305-0130

A bid that is not submitted electronically through wvOASIS should contain the information listed below on the face of the envelope or the bid may be rejected by the Purchasing Division.:

SEALED BID:  
 BUYER:  
 SOLICITATION NO.:  
 BID OPENING DATE:  
 BID OPENING TIME:  
 FAX NUMBER:

The Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. Submission of a response to an Expression of Interest or Request for Proposal is not permitted in wvOASIS.

**For Request For Proposal ("RFP") Responses Only:** In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus \_\_\_\_\_ convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

**BID TYPE:** (This only applies to CRFP)

- Technical  
 Cost

**7. BID OPENING:** Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

**Bid Opening Date and Time:**

**Bid Opening Location:** Department of Administration, Purchasing Division  
 2019 Washington Street East  
 Charleston, WV 25305-0130

**8. ADDENDUM ACKNOWLEDGEMENT:** Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**9. BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

**10. ALTERNATES:** Any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

**11. EXCEPTIONS AND CLARIFICATIONS:** The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

**12. COMMUNICATION LIMITATIONS:** In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

**13. REGISTRATION:** Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee, if applicable.

**14. UNIT PRICE:** Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

**15. PREFERENCE:** Vendor Preference may only be granted upon written request and only in accordance with the West Virginia Code § 5A-3-37 and the West Virginia Code of State Rules. A Vendor Preference Certificate form has been attached hereto to allow Vendor to apply for the preference. Vendor's failure to submit the Vendor Preference Certificate form with its bid will result in denial of Vendor Preference. Vendor Preference does not apply to construction projects.

**16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES:** For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR § 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR § 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR § 148-22-9.

**17. WAIVER OF MINOR IRREGULARITIES:** The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules § 148-1-4.6.

**18. ELECTRONIC FILE ACCESS RESTRICTIONS:** Vendor must ensure that its submission in wvOASIS can be accessed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately opened and/or viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening if those documents are required with the bid.

**19. NON-RESPONSIBLE:** The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform, or lacks the integrity and reliability to assure good-faith performance.”

**20. ACCEPTANCE/REJECTION:** The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules § 148-1-4.5. and § 148-1-6.4.b.”

**21. YOUR SUBMISSION IS A PUBLIC DOCUMENT:** Vendor’s entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

**DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.**

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled “confidential,” “proprietary,” “trade secret,” “private,” or labeled with any other claim against public disclosure of the documents, to include any “trade secrets” as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

## **GENERAL TERMS AND CONDITIONS:**

- 1. CONTRACTUAL AGREEMENT:** Issuance of a Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.
- 2. DEFINITIONS:** As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.
  - 2.1. "Agency" or "Agencies"** means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.
  - 2.2. "Bid" or "Proposal"** means the vendors submitted response to this solicitation.
  - 2.3. "Contract"** means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.
  - 2.4. "Director"** means the Director of the West Virginia Department of Administration, Purchasing Division.
  - 2.5. "Purchasing Division"** means the West Virginia Department of Administration, Purchasing Division.
  - 2.6. "Award Document"** means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.
  - 2.7. "Solicitation"** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
  - 2.8. "State"** means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.
  - 2.9. "Vendor" or "Vendors"** means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

**3. CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

**Term Contract**

**Initial Contract Term:** This Contract becomes effective on award and extends for a period of one (1) year(s).

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to three (3) successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed thirty six (36) months in total. Automatic renewal of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases. Attorney General approval may be required for vendor terms and conditions.

**Delivery Order Limitations:** In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

**Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within \_\_\_\_\_ days.

**Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within \_\_\_\_\_ days.

Upon completion, the vendor agrees that maintenance, monitoring, or warranty services will be provided for one year thereafter with an additional \_\_\_\_\_ successive one year renewal periods or multiple renewal periods of less than one year provided that the multiple renewal periods do not exceed \_\_\_\_\_ months in total. Automatic renewal of this Contract is prohibited.

**One Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.

**Other:** See attached.

**4. NOTICE TO PROCEED:** Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

**5. QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

**Open End Contract:** Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. 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.

**Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.

**Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.

**One Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

**6. EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute a breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.

**7. REQUIRED DOCUMENTS:** All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

**BID BOND (Construction Only):** Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.

**PERFORMANCE BOND:** The apparent successful Vendor shall provide a performance bond in the amount of \_\_\_\_\_. The performance bond must be received by the Purchasing Division prior to Contract award. On construction contracts, the performance bond must be 100% of the Contract value.

**LABOR/MATERIAL PAYMENT BOND:** The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Purchasing Division prior to Contract award. In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable.

**MAINTENANCE BOND:** The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.

**INSURANCE:** The apparent successful Vendor shall furnish proof of the following insurance prior to Contract award and shall list the state as a certificate holder:

**Commercial General Liability Insurance:** In the amount of \_\_\_\_\_ or more.

**Builders Risk Insurance:** In an amount equal to 100% of the amount of the Contract.

The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed above.



**LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section entitled Licensing, of the General Terms and Conditions, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits prior to Contract award, in a form acceptable to the Purchasing Division.

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications prior to Contract award regardless of whether or not that requirement is listed above.

**8. WORKERS' COMPENSATION INSURANCE:** The apparent successful Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

**9. LITIGATION BOND:** The Director reserves the right to require any Vendor that files a protest of an award to submit a litigation bond in the amount equal to one percent of the lowest bid submitted or \$5,000, whichever is greater. The entire amount of the bond shall be forfeited if the hearing officer determines that the protest was filed for frivolous or improper purpose, including but not limited to, the purpose of harassing, causing unnecessary delay, or needless expense for the Agency. All litigation bonds shall be made payable to the Purchasing Division. In lieu of a bond, the protester may submit a cashier's check or certified check payable to the Purchasing Division. Cashier's or certified checks will be deposited with and held by the State Treasurer's office. If it is determined that the protest has not been filed for frivolous or improper purpose, the bond or deposit shall be returned in its entirety.

**10. LIQUIDATED DAMAGES:** Vendor shall pay liquidated damages in the amount of One thousand dollars (\$1,000) per calendar day

for any delay in the use of the System, caused by the Vendor after System Acceptance.

This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy.

**11. ACCEPTANCE:** Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

**12. PRICING:** The pricing set forth herein is firm for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification.

**13. PAYMENT:** Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears.

**14. PURCHASING CARD ACCEPTANCE:** The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

Vendor is not required to accept the State of West Virginia's Purchasing Card as payment for all goods and services.

**15. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

**16. ADDITIONAL FEES:** Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

**17. FUNDING:** This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

**18. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-6.1.e.

**19. TIME:** Time is of the essence with regard to all matters of time and performance in this Contract.

**20. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.

**21. COMPLIANCE:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

**22. ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

**23. MODIFICATIONS:** This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

**24. WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

**25. SUBSEQUENT FORMS:** The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

**26. ASSIGNMENT:** Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments. Notwithstanding the foregoing, Purchasing Division approval may or may not be required on certain agency delegated or exempt purchases.

**27. WARRANTY:** The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

**28. STATE EMPLOYEES:** State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

**29. BANKRUPTCY:** In the event the Vendor files for bankruptcy protection, the State of West Virginia may deem this Contract null and void, and terminate this Contract without notice.

**30. PRIVACY, SECURITY, AND CONFIDENTIALITY:** The Vendor agrees that it 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/default.html>.

**31. YOUR SUBMISSION IS A PUBLIC DOCUMENT:** Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 5G-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

**DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.**

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

**32. LICENSING:** In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor 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 agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

**33. ANTITRUST:** In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to 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 Vendor.

**34. VENDOR CERTIFICATIONS:** By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein.

Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

**35. VENDOR RELATIONSHIP:** The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

**36. INDEMNIFICATION:** The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

**37. PURCHASING AFFIDAVIT:** In accordance with West Virginia Code § 5A-3-10a, all Vendors are required to sign, notarize, and submit the Purchasing Affidavit stating that neither the Vendor nor a related party owe a debt to the State in excess of \$1,000. The affidavit must be submitted prior to award, but should be submitted with the Vendor's bid. A copy of the Purchasing Affidavit is included herewith.

**38. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE:** This Contract may be utilized by other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"). Any extension of this Contract to the aforementioned Other Government Entities must be on the same prices, terms, and conditions as those offered and agreed to in this Contract, provided that such extension is in compliance with the applicable laws, rules, and ordinances of the Other Government Entity. If the Vendor does not wish to extend the prices, terms, and conditions of its bid and subsequent contract to the Other Government Entities, the Vendor must clearly indicate such refusal in its bid. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

**39. CONFLICT OF INTEREST:** Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

**40. REPORTS:** Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.

Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at [purchasing.requisitions@wv.gov](mailto:purchasing.requisitions@wv.gov).

**41. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

**42. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS:** Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code § 5A-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code § 5A-3-56. As used in this section:

- a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.
- b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
- c. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or
- d. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.

**43. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL:** In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.



**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

Rob Stichweh - Account Executive  
 (Name, Title)  
Rob Stichweh Account Executive  
 (Printed Name and Title)  
5 Hander Square NY, NY 10004  
 (Address)  
614-886-8669  
 (Phone Number) / (Fax Number)  
robert.stichweh@Prolifics.com  
 (email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

Prolifics  
 (Company)  
Rob Stichweh AE  
 (Authorized Signature) (Representative Name, Title)  
Rob Stichweh - Account Executive  
 (Printed Name and Title of Authorized Representative)  
7/5/18  
 (Date)  
614-886-8669  
 (Phone Number) (Fax Number)

REQUEST FOR QUOTATION  
WebSphere Application Server v8.5 -64 bit Network Deployment for Clustered  
Environment, IBM DB2 10.1 Enterprise for Windows  
Licenses, and Maintenance and Support.

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**SPECIFICATIONS**

1. **PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the Division of Motor Vehicles (DMV) for a contract for the purchase of Licenses, Maintenance, and Support for WebSphere Application Server v8.5 -64 bit Network Deployment for Clustered Environment, or equal and IBM DB2 10.1 Enterprise for Windows, or equal.

**CURRENT ENVIRONMENT:** In an effort for the DMV and the State to progress toward a data centralized solution while facilitating lower costs, the decision was made to house the *dmvFIRST* solution locally on virtual servers supported by the Office of Technology. This purchase will allow the DMV to create the virtual environment required to accommodate the development and implementation of the new *dmvFIRST* cash register system, eliminating the current antiquated stand-alone cash register system as well as providing more secure transactions.

2. **DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.
- 2.1 “Contract Services” means Installation, Maintenance and Support of all Software under this contract.
- 2.2 “Pricing Page” means the pages, contained *wvOASIS* or attached hereto as Exhibit A, upon which Vendor should list its proposed price for the Contract Services.
- 2.3 “Solicitation” means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
- 2.4 “Implement” means the Installation and configuration of Software.
- 2.5 “Software” means Operating System and/or applications, or storage platform with solutions for application aware management, security and compliance, file retention, file deduplication with compression for greater efficiency, adding storage on demand and additional software add-ons as needed or requested residing on the hardware that manages and houses the stored files/data.
- 2.6 “GB or Gbytes” means a measure of computer data storage capacity that is roughly equivalent to 1 billion bytes.
- 2.7 “KB or Kbytes” means a measure of computer data storage capacity that is roughly equivalent to 1000 bytes.

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- 2.8 "RAM" means a type of computer memory that can be accessed randomly.
- 2.9 "HTTP" means an application protocol for distributed, collaborative, hypermedia information systems.
- 2.10 "GHZ" means one billion cycles per second.
- 2.11 "CPU" means Central Processing Unit, it handles all the instructions given to the machine.
- 2.12 "UAT" means a phase of software development in which the software is tested in the 'real world' by the intended audience.
- 2.13 "EJB" means Enterprise JavaBeans, an architecture for setting up program components, written in the Java programming language, that run in the server parts of a computer network that users the client/server model.
- 2.14 "JAX-WS" means Java API for XML Web Services, a Java programming language API for creating web services.
- 2.15 "JAX-RPC" means Java API for XML-based RPC, allows a Java application to invoke a Java-based Web service with a known description while still being consistent with its Web Service Definition Language (WSDL) description.
- 2.16 "J2EE" is a platform-independent, Java-centric environment from Sun for developing, building and deploying Web-based enterprise applications online.
- 2.17 "SSL" means a standard security technology for establishing an encrypted link between a server and a client – typically a web server (website) and a browser: or a mail server and a mail client.
- 2.18 "ORB" means Object Request Broker, a programming class in Java.
- 2.19 "RSA" is one of the first practical public-key cryptosystems and is widely used for secure data transmission.
- 2.20 "3DES" is the common name for the Triple Data Encryption Algorithm symmetric-key block cipher, which applies the Data Encryption Standard cipher algorithm three times to each data block.
- 2.21 "SHA" means Secure Hash Algorithm, is a family of cryptographic hash functions published by the National Institute of Standards and Technology (NIST) as a U.S. Federal Information Processing Standard (FIPS)

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- 2.22** "CBC" means Cipher Block Chaining, a mode of operation for a block cipher (one in which a sequence of bits are encrypted as a single unit or block with a cipher key applied to the entire block).
- 2.23** "Online work" refers to operations or programs that do not run a fixed job, but instead stay running "online" and wait for user input (as in interactive programs) or client requests (as in servers).
- 2.24** "Moderate complexity" is defined by how complex the business logic is and any data transformation once the data is retrieved from the backend Database or system.
- 2.24.1** The complexity is identified using following components for each EJB call.
- 2.24.1.1** How many database connections made
- 2.24.1.2** Number of select queries
- 2.24.1.3** Number of inserts / updates
- 2.24.2** How many internal threads created for each call
- 2.24.3** How many different processing's performed in each thread
- 2.25** "PVU" means Processor Value Unit, a unit of measure used to differentiate licensing of software on distributed processor technologies.
- 3. QUALIFICATIONS:** Vendor, or Vendor's staff if requirements are inherently limited to individuals rather than corporate entities, shall have the following minimum qualifications:
- 3.1** Vendor shall be authorized by the manufacturer to provide the requested software and ongoing maintenance for said software described in Section 4.
- 4. MANDATORY REQUIREMENTS:**
- 4.1 Mandatory Requirements and Deliverables:** Contract Services must meet or exceed the mandatory requirements listed.
- 4.1.1 WebSphere Application Server v8.5 -64 bit Network Deployment for Clustered Environment, or Equal for Production and UAT virtual server environments as described below.**
- 4.1.1.1** Application Server Software must be fully compatible with our current dmvFIRST (Division of Motor Vehicles Financial and Inventory Reporting SysTem) solution as defined in Technical Response to the

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West Virginia DMV RFP# DMV150000005 4.5.21 Section 4,  
 Subsection 5.21 - Hardware/Software Requirements (Attachment A).

**4.1.1.2 Application Server Software must be sized for our current On-Premise server topology:**

**4.1.1.2.1 HP ProLiant DL380 Gen9 - Intel(R) Xeon(R) CPU E5-2667 v3 @ 3.20GHz – On Premise.**

**4.1.1.2.2 24 - 32 Processors each Host**

**4.1.1.2.3 262 GB of RAM each Host**

**4.1.1.2.4 Windows Server 2012 R2**

**4.1.1.2.5 Virtual Servers for this project are installed on a Host and allocated the necessary resources which can be adjusted when needed.**

**4.1.1.2.5.1 Production – 4 virtual servers.**

**4.1.1.2.5.1.1 2 Application servers**

**4.1.1.2.5.1.2 1 Database server**

**4.1.1.2.5.1.3 1 HTTP server**

**4.1.1.2.5.2 UAT – 4 virtual servers.**

**4.1.1.2.5.2.1 2 Application servers**

**4.1.1.2.5.2.2 1 Database server**

**4.1.1.2.5.2.3 1 HTTP server**

**4.1.1.3 Application Server Software General Requirements:**

**4.1.1.3.1 JDK 7-64 will be used during this deployment.**

**4.1.1.3.2 30,000 visits are anticipated during peak hours.**

**4.1.1.3.3 Approximately 300 Gbytes is required for system hosting.**

**4.1.1.3.4 Approximately 20% of system CPU utilization shall be reserved for background jobs or batch processing on the application server.**

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- 4.1.1.3.5 There will be a 30% CPU contingency factor in place.
- 4.1.1.3.6 There will be no session persistence configured to retrieve session data if a JVM fails.
- 4.1.1.4 Application Server Software must meet the following Enterprise Application requirements:
  - 4.1.1.4.1 WebSphere Application Server Primitives Workload Definitions will be required.
- 4.1.1.5 Application Server Software must meet the following Primitives – web components requirements:
  - 4.1.1.5.1 Approximately eight static web pages and files shall be served during a typical visit.
  - 4.1.1.5.2 Approximately four Java servlets are executed during a typical visit.
  - 4.1.1.5.3 Java servlets used during a typical visit shall be complex.
  - 4.1.1.5.4 Approximately four Java Server Pages (JSPs) are executed during a typical visit.
  - 4.1.1.5.5 Java Server Pages (JSPs) used during a typical visit shall be moderate complexity.
- 4.1.1.6 Application Server Software must meet the following Primitives – web services requirements:
  - 4.1.1.6.1 JAX-RPC Web Service shall be used.
  - 4.1.1.6.2 JAX-WS shall not be used.
- 4.1.1.7 Application Server Software must meet the following JAX-RPC Web Services requirements:
  - 4.1.1.7.1 25 Kbytes shall be the average request messaging size.
  - 4.1.1.7.2 50 Kbytes shall be the average response message size.
  - 4.1.1.7.3 Typically there will be two JAX-RPS web services associated per visit.
- 4.1.1.8 Application Server Software must meet the following Primitives – EJB and messaging components requirements:

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- 4.1.1.8.1 Two EJB Session beans are accessed during one user visit.
- 4.1.1.8.2 EJB Session Beans used shall be of moderate complexity during a typical visit.
- 4.1.1.8.3 Zero EJB Entity beans shall be accessed per visit.
- 4.1.1.8.4 No ORB Pass by Reference shall be used.
- 4.1.1.8.5 No Message Driven Beans shall be used.
- 4.1.1.9 Application Server Software must meet the following HTTP Server requirements:
  - 4.1.1.10 Application Server Software must meet the following Security requirements:
    - 4.1.1.10.1 SSL shall be configured for browser to HTTP server communication.
    - 4.1.1.10.2 100% of all communication between browser and the HTTP Server involve SSL.
    - 4.1.1.10.3 SSL RSA with 3DES EDE CBC SHA CIPHER is used for SSL communication.
    - 4.1.1.10.4 No SSL configuration will be required between the HTTP Server and the WebSphere Application Server.
    - 4.1.1.10.5 WebSphere will be administrative security enabled.
    - 4.1.1.10.6 Java 2 Security will not be used.
    - 4.1.1.10.7 Role based J2EE application security will not be used.
    - 4.1.1.10.8 Caller list tuning shall not be used for Security Attribute Propagation.
- 4.1.2 **IBM DB2 10.1 Enterprise for Windows, or Equal.**
  - 4.1.2.1 Database Software must be fully compatible with our current dmvFIRST (Division of Motor Vehicles Financial and Inventory Reporting SysTem) solution as defined in Technical Response to the West Virginia DMV

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RFP# DMV1500000005 4.5.21 Section 4, Subsection 5.21 - Hardware/Software Requirements (Attachment A).

**4.1.2.2 Database Software must meet the following database requirements:**

**4.1.2.2.1 Two transactions shall occur during a typical visit.**

**4.1.2.2.2 Complexity of transactions shall consist of:**

- 30% light – defined as simple select query from one or multiple tables based on direct relational key with primary key in where clause.
- 30% medium – defined as selects with multiple tables and result set is > 500 records. Insert and update statements.
- 40% heavy – defined as very big selects with multiple table joins. Conditions based on timestamps and string searches, with exist or not exist clauses. Selects with group by and order by clauses and temporary tables or sub selects. These SQL's use less indexes and takes more time to respond request.

**4.1.2.2.3 Average numbers of logical reads shall be approximately six.**

**4.1.2.2.4 Average number of logical writes shall be approximately three.**

**4.1.2.2.5 There shall be major batch workloads.**

**4.1.2.2.6 Batch workload windows shall last approximately ten minutes.**

**4.1.2.2.7 The batch workload window shall not run during online work.**

**4.1.2.2.8 The batch workload shall be heavier than the online transaction workload.**

**4.1.2.2.9 The User (RAW Data of the Actual/Estimated disk size of data shall be 1,000 Gbytes.**

**4.1.3 Maintenance and Support**



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**4.1.3.1** All software support must include 1 year of 24 hour per day, 7 day per week, and 365 day per year coverage with a maximum 4 hour response time per instance.

**5. CONTRACT AWARD:**

**5.1 Contract Award:** The Contract is intended to provide Agency with a purchase price for the Contract Services. The Contract shall be awarded to the Vendor that provides the Contract Services meeting the required specifications for the lowest overall total cost as shown on the Pricing Pages.

**5.2 Pricing Page:** Vendor should complete the Pricing Page by entering the unit cost per PVU in Column F, then multiplying by the Quantity shown in Column H to calculate the extended cost in Column I. Enter a flat fee for year two and year three Technical Support and Maintenance in Column I. Add totals in Column I to calculate the Total all-inclusive cost. Vendor should complete the Pricing Page in full as failure to complete the Pricing Page in its entirety may result in Vendor's bid being disqualified.

Vendor should type or electronically enter the information into the Pricing Pages through *wvOASIS*, if available, or as an electronic document. In most cases, the Vendor can request an electronic copy of the Pricing Pages for bid purposes by sending an email request to the following address: [Jessica.S.Chambers@wv.gov](mailto:Jessica.S.Chambers@wv.gov)

- 6. PERFORMANCE:** Vendor and Agency shall agree upon a schedule for performance of Contract Services and Contract Services Deliverables, unless such a schedule is already included herein by Agency. In the event that this Contract is designated as an open-end contract, Vendor shall perform in accordance with the release orders that may be issued against this Contract.
- 7. PAYMENT:** Agency shall pay lump sum for software, then flat fee for yearly technical support and maintenance, as shown on the Pricing Pages, for all Contract Services performed and accepted under this Contract. Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia.
- 8. TRAVEL:** Vendor shall be responsible for all mileage and travel costs, including travel time, associated with performance of this Contract. Any anticipated mileage or travel costs may be included in the flat fee or hourly rate listed on Vendor's bid, but such costs will not be paid by the Agency separately.

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**9. FACILITIES ACCESS:** Performance of Contract Services may require access cards and/or keys to gain entrance to Agency's facilities. In the event that access cards and/or keys are required:

- 9.1. Vendor must identify principal service personnel which will be issued access cards and/or keys to perform service.
- 9.2. Vendor will be responsible for controlling cards and keys and will pay replacement fee, if the cards or keys become lost or stolen.
- 9.3. Vendor shall notify Agency immediately of any lost, stolen, or missing card or key.
- 9.4. Anyone performing under this Contract will be subject to Agency's security protocol and procedures.
- 9.5. Vendor shall inform all staff of Agency's security protocol and procedures.

**10. VENDOR DEFAULT:**

- 10.1. The following shall be considered a vendor default under this Contract.
  - i. Failure to perform Contract Services in accordance with the requirements contained herein.
  - ii. Failure to comply with other specifications and requirements contained herein.
  - iii. Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.

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iv. Failure to remedy deficient performance upon request.

10.2. The following remedies shall be available to Agency upon default.

v. Immediate cancellation of the Contract.

vi. Immediate cancellation of one or more release orders issued under this Contract.

vii. Any other remedies available in law or equity.

**11. MISCELLANEOUS:**

11.1. **Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract. Vendor should list its Contract manager and his or her contact information below.

**Contract Manager:** Rob Stichweh  
**Telephone Number:** 614-886-8669  
**Fax Number:** \_\_\_\_\_  
**Email Address:** Robert.Stichweh@Prolifics.com

# Exhibit A: Pricing Page

Cost information below as detailed in the Request for Quotation.

## GRAND TOTAL BREAKDOWN:

(Vendor must provide the individual cost breakdown for the components listed below and all related costs associated with the implementation in both the Production and UAT Virtual Server Environment.)

| 4.1.1 WebSphere Application Server v 8.5 -64 bit Network Deployment for Clustered Environment, or Equal |            | Manufacturer/Product Bid | Unit Cost | Unit of Measure * | Quantity | Extended Cost |
|---|------------|--------------------------|-----------|-------------------|----------|---------------|
| Production Environment  |            |                          | 0.00      | PVU               | 560      | \$0.00        |
| UAT Environment   |            |                          | 0.00      | PVU               | 280      | \$0.00        |
| 4.1.2 Maintenance and Support   |            |                          |           |                   |          |               |
|   | Year One   |                          | 0.00      | PVU               | 840      | \$0.00        |
|   | Year Two   |                          | 0.00      | PVU               | 840      | \$0.00        |
|   | Year Three |                          | 0.00      | PVU               | 840      | \$0.00        |
|   | Year Four  |                          | 0.00      | PVU               | 840      | \$0.00        |
| <b>Total all-inclusive cost</b>   |            |                          |           |                   |          | <b>\$0.00</b> |

\* PVU - IBM Processor Value Unit

## Attachment: A

## Hardware/Software requirements

## 4.5.21 Section 4, Subsection 5.21

The Vendor must provide minimum specifications required for all servers to ensure system compatibility with the Vendor's proposed solution.

## Celtic Response:

|   |   |
|---|---|
| Database  | IBM DB2 10.1 for Windows  |
| Server OS   | MS Windows Server 2012, 64 bit for Production, Test and UAT servers   |
| Reporting Tool  | Crystal Report XI 64 bit (One designer for each runtime environment.)   |
| Application Server  | WebSphere Application Server v8.5 -64 bit Network Deployment for clustered environment  |
| Web server  | IBM HTTP Web server v8.5  |
| Minimum requirement for clustered application server (May be virtual server)                | 4 + 4 = 8 core<br>8 + 8 = 16 GB RAM<br>50 + 50 = 100 GB C drive for OS<br>200 + 200 = 400 GB D drive for Application Server<br>1TB shared network drive attached    |
| Minimum requirement for database server (May be virtual server)                             | 10 core processor<br>16 GB RAM<br>80 GB C drive for OS<br>500 GB D drive for Database Server<br>1TB shared network drive attached                                   |
| Minimum requirement for clustered HTTP server (May be virtual server)                       | 2 + 2 = 4 core<br>4 + 4 = 8 GB RAM<br>50 + 50 = 100 GB C drive for OS   |
| Minimum requirement for Pre-Prod (UAT) clustered application server (May be virtual server) | 4 + 4 = 8 core<br>8 + 8 = 16 GB RAM<br>50 + 50 = 100 GB C drive for OS<br>100 + 100 = 400 GB D drive for Application Server<br>300 GB shared network drive attached |

|   |   |
|---|---|
| <b>Minimum requirement for Pre-Prod (UAT) database server (May be virtual server)</b> | <b>10 core processor<br/> 16 GB RAM<br/> 80 GB C drive for OS<br/> 300 GB D drive for Database Server<br/> 300 GB shared network drive attached</b> |
| <b>Minimum requirement for clustered HTTP server (May be virtual server)</b>          | <b>2 + 2 = 4 core<br/> 4 + 4 = 8 GB RAM<br/> 50 + 50 = 100 GB C drive for OS</b>  |

**Environments:**

**PROD (Servers) – 2 for Application, 1 Database, 1 Disaster Recovery, 2 HTTP**

**Controllers:**

**1 Domain Controller, 1 Backup Domain Controller**

STATE OF WEST VIRGINIA  
Purchasing Division

**PURCHASING AFFIDAVIT**

**MANDATE:** Under W. Va. Code §5A-3-10a, 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: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. 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.

**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.

"Employer default" means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

"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.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: Prolifics  
Authorized Signature: [Signature] Date: 7/3/16

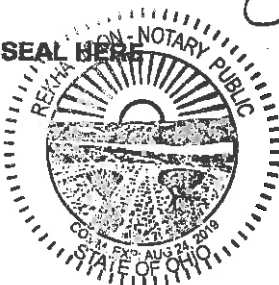
State of OHIO

County of Delaware, to-wit:

Taken, subscribed, and sworn to before me this 5 day of July, 2016.

My Commission expires Aug 24, 2019.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]

WV-10  
Approved / Revised  
12/16/15

# 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 Vendor Preference, if applicable.

1.  Application is made for 2.5% 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;  
 Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; 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% 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% vendor preference for the reason checked:  
 Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; or,
4.  Application is made for 5% 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% 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% 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.
7.  Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.  
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

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) rescind the contract or purchase order; 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.

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: Rob Stichel  
Date: 7/3/16

Signed: [Signature]  
Title: AE

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