



The following documentation is an electronically-submitted vendor response to an advertised solicitation from the *West Virginia Purchasing Bulletin* within the Vendor Self-Service portal at *wvOASIS.gov*. As part of the State of West Virginia's procurement process, and to maintain the transparency of the bid-opening process, this documentation submitted online is publicly posted by the West Virginia Purchasing Division at *WVPurchasing.gov* with any other vendor responses to this solicitation submitted to the Purchasing Division in hard copy format.

Header 2

List View

General Information | Contact | Default Values | Discount | Document Information

Procurement Folder: 535802

SO Doc Code: CRFQ

Procurement Type: Central Master Agreement

SO Dept: 0803

Vendor ID: 000000198178

SO Doc ID: DOT1900000067

Legal Name: LEIDOS DIGITAL SOLUTIONS INC

Published Date: 2/1/19

Alias/DBA:

Close Date: 2/6/19

Total Bid: \$0.00

Close Time: 13:30

Response Date: 02/06/2019

Status: Closed

Response Time: 12:17

Solicitation Description: Addendum 2- Intranet Quorum Software or equal (6319C0057)

Total of Header Attachments: 2

Apply Default Values to Commodity Lines

View Procurement Folder



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

**State of West Virginia
 Solicitation Response**

Proc Folder : 535802

Solicitation Description : Addendum 2- Intranet Quorum Software or equal (6319C0057)

Proc Type : Central Master Agreement

Date issued	Solicitation Closes	Solicitation Response	Version
	2019-02-06 13:30:00	SR 0803 ESR02061900000003585	1

VENDOR
000000198178 LEIDOS DIGITAL SOLUTIONS INC

Solicitation Number: CRFQ 0803 DOT1900000067

Total Bid : \$0.00 **Response Date:** 2019-02-06 **Response Time:** 12:17:36

Comments:

FOR INFORMATION CONTACT THE BUYER
 Michelle L Childers
 (304) 558-2063
 michelle.l.childers@wv.gov

Signature on File	FEIN #	DATE
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All offers subject to all terms and conditions contained in this solicitation

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Ln Total Or Contract Amount
1	Internet Quorum Software Licenses, Support & Services	0.00000	EA	\$0.000000	\$0.00

Comm Code	Manufacturer	Specification	Model #
81112200			

Extended Description : Vendor MUST complete the ATTACHED Pricing Page, Exhibit A. If bidding electronically, vendor is to put \$0.00 on the commodity line in WVOasis, complete the Excel pricing page, and upload into WVOasis as an attachment. Only pricing submitted via Exhibit A pricing page will be evaluated for award.

Pricing Page Exhibit A
Internet Quorum (IQ) Customer Service Request Tracking System

<u>Section A - One Time Charge</u>			
Item #	Description		Total Cost
Section 4.1	Turn-Key System Configuration and Installation		\$0.00
Section 4.1	Data Migration		\$0.00
Section 4.1	Project Management		\$0.00
Total Cost Section A(L5 + L7)			\$0.00

Section B - Open-End

Item #	Product Name / Item Code	Estimated Quantity	Year 1 Cost (Per License)	Year 1 Extended Total	Optional Year 2 Cost (Each)	Optional Year 2 Extended Total	Optional Year 3 Cost (Each)	Optional Year 3 Extended Total	Optional Year 4 Cost	Optional Year 4 Extended Total	Extended Cost (Total of year 1 through 4)
Section 4.2	IQ Software User License	50	\$ 1,080.00	54,000.00	\$ 1,080.00	54,000.00	\$ 1,080.00	54,000.00	\$ 1,080.00	54,000.00	216,000.00
Section 4.3	IQ Software Support and Maintenance (price per license)	50	\$ 256.00	12,800.00	\$ 256.00	12,800.00	\$ 256.00	12,800.00	\$ 256.00	12,800.00	51,200.00
Section 4.4	User and Administrative Training (hourly rate)	5	\$ 187.36	936.80	\$ 194.85	974.25	\$ 202.65	1,013.25	\$ 210.75	1,053.75	3,978.05
Section 4.5	IQ System Professional Services (hourly rate)	5	\$ 205.98	1,029.90	\$ 210.10	1,050.50	\$ 214.30	1,071.50	\$ 218.59	1,092.95	4,244.85
Section 4.5.3.5.1	IQ System Emergency Services (hourly rate)	5	\$ 279.20	1,396.00	\$ 284.78	1,423.90	\$ 290.47	1,452.35	\$ 296.28	1,481.40	5,753.65
Total Cost - Section B (L12 + L13+ L14+ L15+L16)											281,176.55
Total Bid Amount (L8 +L17) Includes shipping & travel charges											\$281,176.55

Vendor Name:	Leidos Digital Solutions, Inc.
Representative Contact:	Chris Hart
Contact Email:	chris.hart@leidos.com



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: 535802

Doc Description: Addendum 2- Intranet Quorum Software or equal (6319C0057)

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2019-02-01	2019-02-06 13:30:00	CRFQ 0803 DOT1900000067	3

BID RECEIVING LOCATION

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

VENDOR

Vendor Name, Address and Telephone Number:

Leidos Digital Solutions Inc.
 2700 Prosperity Ave.
 Fairfax, VA 22031
 703-206-0030

FOR INFORMATION CONTACT THE BUYER

Michelle L Childers
 (304) 558-2063
 michelle.l.childers@wv.gov

Lawrence A. Vittori

Signature X Lawrence A. Vittori, Contracts Manager FEIN # 54-1315551 DATE 02/04/2019

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

ADDITIONAL INFORMATION:

Addendum

Addendum No. 2 issued to publish the vendor questions and agency answers.

End of Addendum
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Request for Quotation

The West Virginia Purchasing Division is soliciting bids on behalf of the West Virginia Department of Transportation (WVDOT) to establish an open-end contract for Intranet Quorum (IQ) software (or equivalent) Licenses, Software Technical Support/Maintenance, System Implementation, Data Migration and Professional Services. Intranet Quorum (IQ) is a comprehensive web-based customer service interaction tracking, correspondence creation and workflow system. Intranet Quorum (IQ) is considered a commercial off the shelf product that is highly configurable.

INVOICE TO	SHIP TO
DIVISION OF HIGHWAYS INFORMATION SERVICE DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV25305-0430 US	DIVISION OF HIGHWAYS INFORMATION SERVICE DIVISION 1900 KANAWHA BLVD E, BLDG 5 RM 920 CHARLESTON WV 25305-0430 US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Internet Quorum Software Licenses, Support & Services	0.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81112200			

Extended Description :

Vendor MUST complete the ATTACHED Pricing Page, Exhibit A. If bidding electronically, vendor is to put \$0.00 on the commodity line in WVOasis, complete the Excel pricing page, and upload into WVOasis as an attachment. Only pricing submitted via Exhibit A pricing page will be evaluated for award.

SOLICITATION NUMBER: CRFQ DOT1900000067

Addendum Number: 01

The purpose of this addendum is to modify the solicitation identified as (“Solicitation”) to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation:

This addendum is issued to modify the solicitation per the attached documentation and the following:

1. To attach revised Exhibit B.

No other changes.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, 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.

SOLICITATION NUMBER: CRFQ DOT1900000067
Addendum Number: 02

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- | Modify bid opening date and time
- | Modify specifications of product or service being sought
- | Attachment of vendor questions and responses
- | Attachment of pre-bid sign-in sheet
- | Correction of error
- | Other

Description of Modification to Solicitation:

This addendum is issued to modify the solicitation per the attached documentation and the following:

1. To publish the vendor questions and agency answers.

No other changes.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, 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.

ADDENDUM ACKNOWLEDGEMENT FORM
SOLICITATION NO.: DOT1900000067

Instructions: Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

Acknowledgment: I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

Addendum Numbers Received:

(Check the box next to each addendum received)

- | | |
|--|--|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6 |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7 |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8 |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9 |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Leidos Digital Solutions Inc.

Company

Lawrence A. Vittori
Lawrence A. Vittori, Contracts Manager

Authorized Signature

02/04/2019

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.
Revised 6/8/2012

REQUEST FOR QUOTATION
Intranet Quorum (IQ) Customer Service Request Tracking System

12. MISCELLANEOUS:

- 12.1 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: Lawrence A. Vittori, Contracts Manager

Telephone Number: 216-235-4613

Fax Number: 703-208-5035

Email Address: lawrence.vittori@leidos.com

Pricing Page Exhibit A
Internet Quorum (IQ) Customer Service Request Tracking System

Section A - One Time Charge		Total Cost
Item #	Description	
Section 4.1	Turn-Key System Configuration and Installation	\$0.00
Section 4.1	Data Migration	\$0.00
Section 4.1	Project Management	\$0.00
Total Cost Section A(L5 + L7)		\$0.00

Section B - Open-End

Item #	Product Name / Item Code	Estimated Quantity	Year 1 Cost (Per License)	Year 1 Extended Total	Optional Year 2 Cost (Each)	Optional Year 2 Extended Total	Optional Year 3 Cost (Each)	Optional Year 3 Extended Total	Optional Year 4 Cost	Optional Year 4 Extended Total	Extended Cost (Total of year 1 through 4)
Section 4.2	IQ Software User License	50	\$ 1,080.00	54,000.00	\$ 1,080.00	54,000.00	\$ 1,080.00	54,000.00	\$ 1,080.00	54,000.00	216,000.00
Section 4.3	IQ Software Support and Maintenance (price per license)	50	\$ 256.00	12,800.00	\$ 256.00	12,800.00	\$ 256.00	12,800.00	\$ 256.00	12,800.00	51,200.00
Section 4.4	User and Administrative Training (hourly rate)	5	\$ 187.36	936.80	\$ 194.85	974.25	\$ 202.65	1,013.25	\$ 210.75	1,053.75	3,978.05
Section 4.5	IQ System Professional Services (hourly rate)	5	\$ 205.98	1,029.90	\$ 210.10	1,050.50	\$ 214.30	1,071.50	\$ 218.59	1,092.95	4,244.85
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Total Cost - Section B (L12 + L13+ L14+ L15+L16)											281,176.55
Total Bid Amount (L8 +L17) Includes shipping & travel charges											\$281,176.55

Vendor Name:	Leidos Digital Solutions, Inc.
Representative Contact:	Chris Hart
Contact Email:	chris.hart@leidos.com

EXHIBIT B (REVISED FOR ADDENDUM 1)
Internet Quorum (IQ) Customer Service Request Tracking System
Vendor References

Employee Name:	Cassandra "Casey" Goodall
Area of Expertise	Project Management
Dates of Service:	2006 to Present
Brief Summary of System/Services Provided:	Ms. Goodall ensures that Leidos DSI resources are assigned to the appropriate activities within the project schedule. This includes the staff that routinely engages with customer staff as well as the behind-the-scenes engineers and technical resources working to support the team in the field. As the Leidos DSI project manager, Ms. Goodall leads regularly scheduled status meetings and provides regular communication to the customer's Project Team. She keeps her team informed and engaged and ensures that the most qualified experts are assigned to specific project tasks. Ms. Goodall is ultimately responsible for the success of the project and maintaining customer satisfaction. She is available for scheduled meetings during the implementation as well as more informal communication as is dictated by the project.
Vendor Experience Reference – Company Name or Project Name:	West Virginia Office of the Governor
Reference Primary Contact – Include telephone number & email address:	Missy Parsons melissa.r.parsons@wv.gov (304) 558-3150
Size of System – Number of Users & Locations:	50 users
Description of Project or System:	Constituent Correspondence and Boards & Commissions System
Number of Years working with Customer	5 years

EXHIBIT B (REVISED FOR ADDENDUM 1)
Internet Quorum (IQ) Customer Service Request Tracking System
Vendor References

Employee Name:	Peter Blair
Area of Expertise	Information Technology Consultant (ITC)
Dates of Service:	2011 to present
Brief Summary of System/Services Provided:	Mr. Peter Blair is an IQ subject matter expert and has experience converting customer business processes into finished workflow templates. As the Information Technology Consultant (ITC), Mr. Blair provides knowledge transfer to the training team to ensure customer language is used and that customer business processes and business rules are understood for the classroom training. He identifies business processes and builds a workflow template that maps to the identified process. Following training, the ITC will return to assist with the transition to a production environment. When he is not on-site, he will still be available for questions, conference calls and documentation during the implementation. The ITC is typically assigned to only one implementation at a time to insure that his time is focused solely on the successful implementation of project at hand. Typically, phone calls and emails are returned the same day. When the ITC is on-site, the customer will be his only assignment.
Vendor Experience Reference – Company Name or Project Name:	West Virginia Office of the Governor
Reference Primary Contact – Include telephone number & email address:	Ann V. Urling Deputy Chief of Staff ann.v.urling@wv.gov (304) 558-2000
Size of System – Number of Users & Locations:	50 users
Description of Project or System:	Tracking all grants issued by the state of West Virginia with approval of grants made by the Governor's office.
Number of Years working with Customer	1 year

EXHIBIT B (REVISED FOR ADDENDUM 1)
Internet Quorum (IQ) Customer Service Request Tracking System
Vendor References

Employee Name:	Jodi Hughes
Area of Expertise	Trainer
Dates of Service:	1992 to present
Brief Summary of System/Services Provided:	Ms. Jodi Hughes works with the ITC to understand the work that was completed by the ITC and the customer representatives. As the trainer, she prepares a training curriculum in the production account and instructs users in the operation of the IQ application within the context of their business processes. The training effort includes the days spent on-site in the classroom as well as preparation time before arriving on-site. Following training, and before go-live, Ms. Hughes insures that training data is purged from the system. Ms. Hughes is assigned to the project in advance of the training event and communicates regularly with the ITC to insure she understands the customer business process, the configured workflow template and business rules and jargon which may be unique to these users.
Vendor Experience Reference – Company Name or Project Name:	West Virginia Office of the Governor
Reference Primary Contact – Include telephone number & email address:	Missy Parsons melissa.r.parsons@wv.gov (304) 558-3150
Size of System – Number of Users & Locations:	50 users
Description of Project or System:	Upgrade training from IQ versions IQ3 to IQ4.
Number of Years working with Customer	1 year

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.

Lawrence A. Vittori, Contracts Manager

(Name, Title)

Lawrence A. Vittori, Contracts Manager

(Printed Name and Title)

2700 Prosperity Ave., Fairfax, VA 22031

(Address)

216-235-4613

(Phone Number) / (Fax Number)

lawrence.vittori@leidos.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.

Leidos Digital Solutions Inc.

(Company)

Lawrence A. Vittori

(Authorized Signature) (Representative Name, Title)

Lawrence A. Vittori, Contracts Manager

(Printed Name and Title of Authorized Representative)

01/31/2019

(Date)

216-235-4613

(Phone Number) (Fax Number)

STATE OF WEST VIRGINIA
Purchasing Division

PURCHASING AFFIDAVIT

CONSTRUCTION CONTRACTS: Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

ALL CONTRACTS: 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: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, 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: Leidos Digital Solutions Inc.

Authorized Signature: *Lawrence A. Vittori* Date: 02/11/2019
Lawrence A. Vittori, Contracts Manager

State of Ohio

County of Lake, to-wit:

Taken, subscribed, and sworn to before me this 1 day of Feb, 2019

My Commission expires 4/22, 2023



NOTARY PUBLIC *[Signature]*