



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](http://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](http://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: 619426

Procurement Type: Central Master Agreement

Vendor ID:

Legal Name: The LSC Group Inc

Alias/DBA:

Total Bid: \$100,560.00

Response Date:

Response Time:

SO Doc Code: CRFQ

SO Dept: 0210

SO Doc ID: ISC2000000011

Published Date: 1/23/20

Close Date: 1/30/20

Close Time: 13:30

Status: Closed

Solicitation Description:

Total of Header Attachments: 2

Total of All Attachments: 2



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

**State of West Virginia  
 Solicitation Response**

**Proc Folder :** 619426

**Solicitation Description :** Addendum 4-e-Discovery Software as a Service (OT19141)

**Proc Type :** Central Master Agreement

| Date issued | Solicitation Closes    | Solicitation Response       | Version |
|-------------|------------------------|-----------------------------|---------|
|             | 2020-01-30<br>13:30:00 | SR 0210 ESR0129200000004479 | 1       |

| <b>VENDOR</b>                     |
|-----------------------------------|
| VS0000020911<br>The LSC Group Inc |

**Solicitation Number:** CRFQ 0210 ISC2000000011

**Total Bid :** \$100,560.00      **Response Date:** 2020-01-30      **Response Time:** 05:50:06

**Comments:**

**FOR INFORMATION CONTACT THE BUYER**  
 Jessica S Chambers  
 (304) 558-0246  
 jessica.s.chambers@wv.gov

|                          |               |             |
|--------------------------|---------------|-------------|
| <b>Signature on File</b> | <b>FEIN #</b> | <b>DATE</b> |
|--------------------------|---------------|-------------|

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    | Contract Services: e-Discovery System | 100.00000 | EA         | \$251.400000 | \$25,140.00                 |

| Comm Code | Manufacturer | Specification | Model # |
|-----------|--------------|---------------|---------|
| 43231511  |              |               |         |

**Extended Description :** Vendor should complete the Commodity Lines in Oasis, which will be used as the referenced Pricing Page by providing the unit cost per Gigabyte (GB). The unit price will be multiplied with the quantity to provide the extended cost. The calculated Overall Total Cost must be entered into wvOASIS pricing section for commodity line

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| Line | Comm Ln Desc  | Qty       | Unit Issue | Unit Price   | Ln Total Or Contract Amount |
|------|---|-----------|------------|--------------|-----------------------------|
| 2    | Opt Renewal Y2: Contract Services: e-Discovery System | 100.00000 | EA         | \$251.400000 | \$25,140.00                 |

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| 3    | Opt Renewal Y3: Contract Services: e-Discovery System | 100.00000 | EA         | \$251.400000 | \$25,140.00                 |

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| 4    | Opt Renewal Y4: Contract Services: e-Discovery System | 100.00000 | EA         | \$251.400000 | \$25,140.00                 |

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State of West Virginia  
 Request for Quotation  
 21 — Info Technology

Proc Folder: 619426

Doc Description: Addendum 4-e-Discovery Software as a Service (OT19141)

Proc Type: Central Master Agreement

| Date Issued | Solicitation Closes    | Solicitation No         | Version |
|-------------|------------------------|-------------------------|---------|
| 2020-01-23  | 2020-01-30<br>13.30.00 | CRFQ 0210 ISC2000000011 | 5       |

**BID RECEIVING LOCATION**

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

**VENDOR**

Vendor Name Address and Telephone Number:

Troy Humphrey  
 18575 Jamboree Rd 6th Floor, Irvine, CA 92612  
 800-572-9280

**FOR INFORMATION CONTACT THE BUYER**

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

DocuSigned by:

Signature X *Troy Humphrey*

FEIN # 26-0785249

DATE 01/29/2020

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**ADDITIONAL INFORMATION**

**Addendum**

Addendum No.04 is being issued to extend the bid opening date and time a week and address technical question #23 that was answered incorrectly in Addendum No. 03.

- please see the file labeled Addendum No. 04 attached for details.

No other changes.

The West Virginia Purchasing Division is soliciting bids on behalf of West Virginia Office of Technology to establish a contract for an e-Discovery software as a service. This software will be used for discovery in legal proceedings to process emails and other files. The software will facilitate keyword searching, document review, privilege report creation, data tagging and redaction prior to final report being released per the terms and conditions and specifications as attached.

| INVOICE TO   |  | SHIP TO   |  |
|--|--|---|--|
| DEPARTMENT OF ADMINISTRATION<br>OFFICE OF TECHNOLOGY<br>1900 KANAWHA BLVD E. BLDG 5 10TH FLOOR<br>CHARLESTON WV25305<br>US |  | IS&C - CHIEF FINANCIAL OFFICER<br>DEPARTMENT OF ADMINISTRATION<br>BLDG 5 10TH FLOOR<br>1900 KANAWHA BLVD E<br>CHARLESTON WV 25305<br>US |  |

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| Line | Comm Ln Desc  | Qty       | Unit Issue | Unit Price | Total Price |
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| 2    | Opt Renewal Y2: Contract Services: e-Discovery System | 100.00000 | EA         | \$251.40   | \$25,140.00 |

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| Line | Comm Ln Desc   | Qty       | Unit Issue | Unit Price | Total Price |
|------|--|-----------|------------|------------|-------------|
| 3    | Opt Renewal Y3 Contract Services: e-Discovery System | 100.00000 | EA         | \$251.40   | \$25,140.00 |

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| Line | Comm Ln Desc   | Qty       | Unit Issue | Unit Price | Total Price |
|------|--|-----------|------------|------------|-------------|
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**SCHEDULE OF EVENTS**

| Line | Event                       | Event Date |
|------|-----------------------------|------------|
| 1    | Technical Question Deadline | 2019-12-23 |

SOLICITATION NUMBER: CRFQ ISC200000011

Addendum Number: No.04

---

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:**

Addendum issued to publish and distribute the attached documentation to the vendor community.

1. The purpose of this addendum is to amend technical question #23 that was answered incorrectly in Addendum No. 03 and extend the bid opening date one week.

No additional 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.

# ATTACHMENT A

Technical Question Revised #23 Answer

Question #23 Answer per Addendwn No. 03:

|    |  |  |   |
|----|--|--|---|
| 23 |  | The "Requested Quantity" field for each contract period reads: "100 EA"; Is the value entered into the "Unit Price" field intended to be the cost per 1 GB or cost per 100 GB? | 100GB, Quantities Listed are estimates only. Actual Quantities may vary. This allows the Agency to evaluate the bids. |
|----|--|--|---|

Question #23 Revised Answer:

|    |  |  |  |
|----|--|--|--|
| 23 |  | The "Requested Quantity" field for each contract period reads: "100 EA"; Is the value entered into the "Unit Price" field intended to be the cost per 1 GB or cost per 100 GB? | The value entered into the "Unit Price" field is the cost per 1 GB, Quantities Listed are estimates only. Actual Quantities may vary. This allows the Agency to evaluate the bids. |
|----|--|--|--|

**ADDENDUM ACKNOWLEDGEMENT FORM  
SOLICITATION NO.:**

**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)

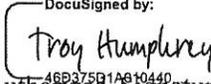
- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Addendum No.1 | <input type="checkbox"/> Addendum No: 6 |
| <input checked="" type="checkbox"/> Addendum No.2 | <input type="checkbox"/> Addendum No.7  |
| <input checked="" type="checkbox"/> Addendum No:3 | <input type="checkbox"/> Addendum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

The LSC Group Inc.

Company

DocuSigned by:

  
46P375B1A610440  
Authorized Signature

01/29/2020

Date

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



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: 619426

Doc Description: Addendum 4-e-Discovery Software as a Service (OT19141)

Proc Type: Central Master Agreement

| Date Issued | Solicitation Closes    | Solicitation No         | Version |
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| 2020-01-23  | 2020-01-30<br>13:30:00 | CRFQ 0210 ISC2000000011 | 5       |

#### 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:

Troy Humphrey  
18575 Jamboree Rd 6th Floor, Irvine, CA 92612  
800-572-9280

#### FOR INFORMATION CONTACT THE BUYER

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

DocuSigned by:

Signature X

*Troy Humphrey*

FEIN # 26-0785249

DATE 01/29/2020

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**ADDITIONAL INFORMATION:**

Addendum

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DocuSign Envelope ID: 9D50B305-7D6E-4653-BB23-2A76492B7E57 ..... e used as the referenced Pricing Page by providing the unit cost per Gigabyte (GB). The unit price will be multiplied with the quantity to provide the extended cost. The calculated Overall Total Cost must be entered into wvOASIS pricing section for commodity line

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**SCHEDULE OF EVENTS**

| <u>Line</u> | <u>Event</u>                | <u>Event Date</u> |
|-------------|-----------------------------|-------------------|
| 1           | Technical Question Deadline | 2019-12-23        |

|              | <b>Document Phase</b> | <b>Document Description</b>                            | <b>Page 5</b> |
|--------------|-----------------------|--|---------------|
| ISC200000011 | Final                 | Addendum 4-e-Discovery Software as a Service (OT19141) | of 5          |

**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions