

# Technical Proposal



Freedom  
to grow.

Whatever your business dreams,  
we're building the network to get you there.

10/12/21 11:16:52  
WV Purchasing Division

**SEGRA**<sup>SM</sup>

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BUSINESS  
PROPOSAL FOR:

West Virginia State Tax Department

10/12/2021

CRFQ 0702 TAX2200000003

Description: Install and maintain 1 Gbps full duplex data circuit

PREPARED BY:

Gregory Florence

**Government Account Executive**

Greg.Florence@segra.com (304) 414-0411



Segra Cover Letter





September 27, 2021

Joseph Hager III  
WV State Purchasing  
2019 Washington St. E  
Charleston, West Virginia 25305

Dear Mr. Hager,

On behalf of the team at Segra, I would like to thank you and WV State Tax Department for the opportunity to bid on your need for your 1 gigabit full duplex data circuit.

Lumos Networks, LLC dba Segra, is a fiber-based service provider in the Mid-Atlantic region. We deliver leading-edge Layer 2- Ethernet, Layer 3- MPLS, SD-WAN, advanced voice, internet, security, data center and cloud services to thousands of education, carrier, enterprise, and government customers throughout our vast footprint. Our network includes 33,000 miles of fiber throughout 44 markets as well as connectivity to 44 data centers.

Segra serves hundreds of State Government customers of all sizes throughout our Mid-Atlantic fiber footprint. We are able to support you because of our highly qualified people and process, which provide local account management, local engineering support and local leadership that are fully committed to WV Tax Department and our community.

Thank you for considering Segra as a future partner. We welcome the opportunity to clarify any aspect of this response so please do not hesitate to contact me with any questions.

Sincerely,

Greg Florence  
Government Account Executive II  
304-414-0411  
Greg.Florence@segra.com

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# Your future is our business.

As one of the country's largest independent fiber networks,  
we're harnessing the latest technologies to power your potential.  
We're your partner, your advocate, your network connector.

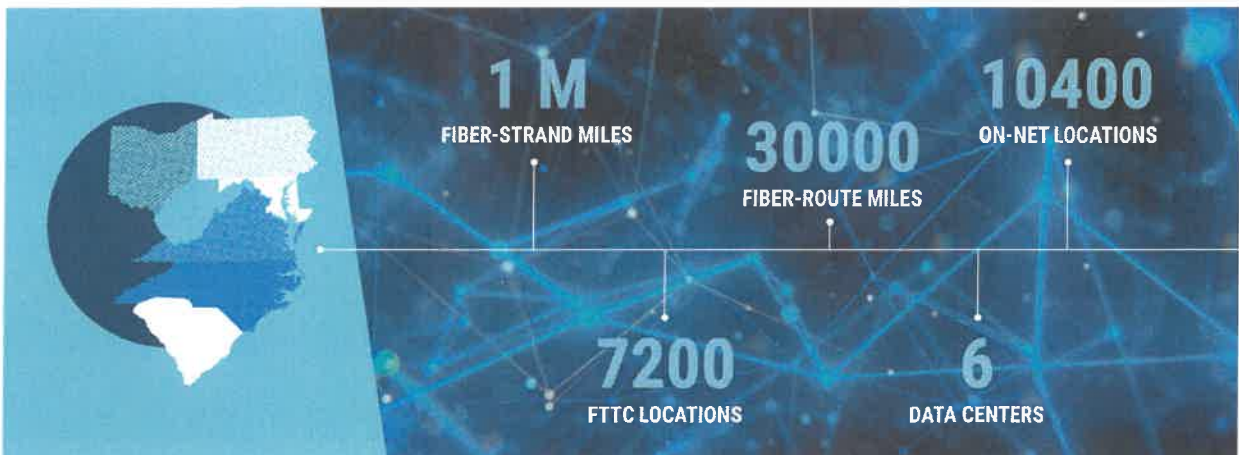
The way we see it, we're in the business of you.



## Welcome to Segra.

As one of the largest independent fiber network companies in the Eastern US, we provide a broad and dense service footprint across the Mid-Atlantic and Southeast. Our state-of-the-art voice and data technology solutions serve businesses of all sizes as well as some of the world's largest carriers.

But that's not what we're most proud of. What we work at day and night is delivering never-say-never customer service. In fact, we've re-engineered our entire operating model to ensure we deliver a delightful customer experience — every time.



### OUR HISTORY

Segra was formed by the joining of Lumos Networks and Spirit Communications in 2018 and re-branded as Segra in 2019. We continue to build on the legacy of our two companies whose founders both had a passion for technology, communications, and product innovation.

### OUR NAME

Our name "Segra" is derived from a Swedish verb meaning "to win." We chose this name carefully, knowing that a commitment to win expands far beyond our walls. This commitment translates into an ongoing partnership with our customers, giving them the freedom to grow and reach their potential.

# Values that keep us focused on our customers.

We crafted our core values to reflect the deep sense of purpose and service that each of us brings to work every day. We refer to these values as our “Articles of Excellence.”

## Stay True.

We are honest with ourselves and with others. We earn their trust every day. We do what is right, we follow through, and we never compromise.

## Be the Customer.

We know that without our customers, our company goes away. We listen, we have empathy, we show respect. We make every conversation count. We go the extra mile to make every experience memorable.

## Build the Bonds.

$1 + 1 = 3$  is what makes us great. We seek the wisdom of others. We share our talents and we collaborate in continuum. We know that “command and control” never works. For it is only as a team that we achieve common goals.

## Embrace Change.

We adjust and we evolve. We expect shifts and we find solutions. We are flexible, open-minded, and we iterate constantly. We celebrate the victories and we learn from the losses.

## Light the Fire.

We empower ourselves through education and self-improvement. And we empower those around us to achieve their potential. We are responsible risk takers who seek information and search for the right tools.

## Set the Pace.

In our quest for innovation, we are bold, competitive, and confident. We test boundaries, we question the status quo, and we push beyond expectations. We are unafraid of what lies ahead.

## Choose to Win.

Whether we are laying new fiber routes, closing a million-dollar deal, or answering the phone, we take pride in all that we do. We study and understand the challenges. We strategize on a game plan. And then, we find a way to win.

## Create a Legacy.

We create value for our customers, our employees, and our owners. By doing so, we establish a heritage of reliable infrastructure, constant innovation, and good stewardship.



# At Segra, we're re-defining the delivery of communications services and solutions.

Every organization depends on reliable and safe connections. But there are differences in each industry, especially when it comes to communication. Even within an industry, no two companies are the same. We get it. That's why we've gone the extra mile to create solutions that are configured for the specifics of your industry and, more importantly, your company.

Below is an overview of the solutions we offer.

## NETWORK SOLUTIONS

Reliability, reach, and fiber infrastructure that offer best-in-class connectivity.

- Dedicated Internet Access (DIA)
- Wide-Area Network (WAN)
- Long-Term Evolution (LTE)
- Dark Fiber
- Local Ring Enhancements (LRE)

## VOICE SOLUTIONS

Flexible and streamlined voice solutions to keep your business connected 24/7.

- Hosted Voice
- Converged VoIP
- SIP Trunks
- IP Fax

## MANAGED SERVICES

Customized communications solutions for workers in the office and out in the field.

- Software-Defined Wide Area Network (SD-WAN)
- Firewall Protection
- Distributed Denial of Service (DDoS) Protection
- Managed Local Area Network (LAN)

## CLOUD SOLUTIONS

Security, data back-up, and disaster recovery for a world that's on the go.

- Infrastructure as a Service (IaaS)
- Disaster Recovery as a Service (DRaaS)
- Back-Up as a Service (BaaS)
- Data Centers

## Ethernet Layer 2

Today more than ever, business is about connectivity with customers, partners, the Internet, and more, which starts with bringing your own sites together, so you can align your organization and harness its power to achieve goals. You need to link individual LANs across the city, state, and region to create a corporate network that supports your business applications and reaches the Internet – all with the ability to add more locations and increase bandwidth seamlessly.

Segra Ethernet provides the configuration flexibility to join sites, the bandwidth scalability to feed applications, the access to reach the Internet and private VPNs at business speeds, and the service resiliency to keep your network running. In addition, Segra Ethernet service is MEF Certified so it inter-operates smoothly with the existing networks at your sites. Segra Ethernet is ideal for enterprises that need to connect sites with a versatile, scalable, carrier-class network fabric. Our premium fiber network reaches major markets in the Mid-Atlantic, as well as outlying areas in the region not typically served by other providers.

### **FLEXIBILITY**

Segra Ethernet service supports point-to-point and multi-point topologies to connect sites in the manner that best suits your application needs.

### **RESILIENCY**

Segra Ethernet includes resiliency mechanisms to ensure traffic delivery, as well as end-to-end Quality of Service (QoS) options for traffic prioritization across the Segra network path.

### **COST-EFFICIENCY**

With Segra Ethernet, you pay only for the bandwidth you need, and you can increase bandwidth without expensive equipment upgrades.

### **STANDARDS COMPLIANT**

Segra Ethernet is MEF Certified to ensure that the service inter-operates smoothly with your existing networks.

### **FEATURES**

- Topologies – E-Line, E-LAN, E-Tree, or E-Access
- MEF Certification – for all topologies
- QoS – Six tier, end-to-end model
- Access – Type 1 (on-net) and Type 2 (off-net)
- Ports – 10 Mbps, 100 Mbps, 1 Gbps, and 10 Gbps
- Speeds – Select speeds from 3 Mbps to 10 Gbps
- SLAs – Carrier-class for service availability

### **SCALABILITY**

Segra Ethernet offers a range of speeds that easily accommodate your network growth.

# Segra's RFP In-line Response

Once you sign the proposal, that's when our customer service really kicks in. In fact, we've re-engineered our entire company operations to put you – our customer – at the very center of what we do. We listen, we show respect, and we make every conversation count.

IMPLEMENTATION





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

State of West Virginia  
 Centralized Request for Quote  
 Service - Misc

<b>Proc Folder:</b> 933118			<b>Reason for Modification:</b>
<b>Doc Description:</b> Install and maintain 1 Gbps full duplex data circuit			
<b>Proc Type:</b> Central Contract - Fixed Amt			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2021-09-08	2021-09-28 13:30	CRFQ 0702 TAX2200000003	1

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** Lumos Networks, LLC dba Segra

**Address :** 1200

**Street :** Greenbrier St

**City :** Charleston

**State :** WV **Country :** USA **Zip :** 25311

**Principal Contact :** Greg Florence

**Vendor Contact Phone:** 304-414-0411 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**  
 Joseph E Hager III  
 (304) 558-2306  
 joseph.e.hageriii@wv.gov

**Vendor Signature X**  **FEIN#** 84-1452950 **DATE** 9/28/21

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 Tax Division to establish a contract for a 1Gb full duplex data circuit. One end of the circuit shall terminate at the Revenue Center, 1001 Lee Street E., Charleston WV and the other end shall terminate at Building 6, West Virginia Capitol Complex, Charleston WV per the attached specifications and terms and conditions..

**INVOICE TO****SHIP TO**

TAX DIVISION OF  
PO BOX 11748

CHARLESTON WV  
US

TAX DIVISION OF  
REVENUE CENTER  
1001 LEE ST E, STE 1  
CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Installation and maintain 1 Gbps full duplex data circuit	1.00000	EA	Please see cost proposal	

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Install and maintain 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

**INVOICE TO****SHIP TO**

TAX DIVISION OF  
PO BOX 11748

CHARLESTON WV  
US

TAX DIVISION OF  
REVENUE CENTER  
1001 LEE ST E, STE 1  
CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Monthly Service Fee	12.00000	EA	Please see cost proposal	

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Monthly service fee of 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
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1Gb Data Circuit Service

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**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.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

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

Segra has read, understands, and will comply. Segra attended the mandatory pre-bid meeting on September 16, 2021 at 2pm in Charleston, WV.

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

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

September 16, 2021 @ 2pm ET  
1001 Lee Street, East  
Charleston, WV 25301

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 individual is permitted to represent more than one vendor at the pre-bid meeting. Any individual that does attempt to represent two or more vendors will be required to select one vendor to which the individual's attendance will be attributed. The vendors not selected will be deemed to have not attended the pre-bid meeting unless another individual attended on their behalf.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying 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  
Revised 07/01/2021

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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 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: **9/20/2021 @ 4:00 PM ET**

Submit Questions to: **Josh Hager**  
2019 Washington Street, East  
Charleston, WV 25305  
Email: [Joseph.E.HagerIII@wv.gov](mailto:Joseph.E.HagerIII@wv.gov)

*Segra has read, understands, and will comply.*

**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.

*Segra has read, understands, and will comply.*

**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: 1GBPS Full Duplex Data Circuit  
BUYER: Josh Hager  
SOLICITATION NO.:  
BID OPENING DATE: See next page  
BID OPENING TIME: See next page  
FAX NUMBER: 304-558-3970

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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 a 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 prior to the bid opening date and time identified in Section 7 below, plus <sup>NA</sup> \_\_\_\_\_ convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should clearly identify and segregate the cost proposal from the technical proposal in a separately sealed envelope.

Segra has read, understands, and will comply.

**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: 9/28/2021 @ 1:30 PM ET

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

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

**10. ALTERNATE MODEL OR BRAND:** Unless the box below is checked, 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.



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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.

This Solicitation is based upon a standardized commodity established under W. Va. Code § 5A-3-61. Vendors are expected to bid the standardized commodity identified. Failure to bid the standardized commodity will result in your firm's bid being rejected.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

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

Segra has read, understands, and will comply.

**15. PREFERENCE:** Vendor Preference may be requested in purchases of motor vehicles or construction and maintenance equipment and machinery used in highway and other infrastructure projects. Any request for preference must be submitted in writing with the bid, must specifically identify the preference requested with reference to the applicable subsection of West Virginia Code § 5A-3-37, and must include with the bid any information necessary to evaluate and confirm the applicability of the requested preference. A request form to help facilitate the request can be found at:

<http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.

Segra has read, understands, and will comply.

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**15A. RECIPROCAL PREFERENCE:** The State of West Virginia applies a reciprocal preference to all solicitations for commodities and printing in accordance with W. Va. Code § 5A-3-37(b). In effect, non-resident vendors receiving a preference in their home states, will see that same preference granted to West Virginia resident vendors bidding against them in West Virginia. Any request for reciprocal preference must include with the bid any information necessary to evaluate and confirm the applicability of the preference. A request form to help facilitate the request can be found at: <http://www.state.wv.us/admin/purchase/vrc/Venpref.pdf>.  
Segra has read, understands, and will comply.

**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.  
Segra is not a SWAM-owned business entity, or an underutilized business.

**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.  
Segra has read, understands, and will comply.

**18. ELECTRONIC FILE ACCESS RESTRICTIONS:** Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and 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 to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.  
Segra has read, understands, and will comply.

**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.”  
Segra has read, understands, and will comply.

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**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.”

*Segra has read, understands, and will comply.*

**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.

*Segra has read, understands, and will comply.*

**22. INTERESTED PARTY DISCLOSURE:** West Virginia Code § 6D-1-2 requires that the vendor submit to the Purchasing Division a disclosure of interested parties to the contract for all contracts with an actual or estimated value of at least \$1 million. That disclosure must occur on the form prescribed and approved by the WV Ethics Commission prior to contract award.

A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

*Segra has read, understands, and will comply upon award.*

**23. WITH THE BID REQUIREMENTS:** In instances where these specifications require documentation or other information with the bid, and a vendor fails to provide it with the bid, the Director of the Purchasing Division reserves the right to request those items after bid opening and prior to contract award pursuant to the authority to waive minor irregularities in bids or specifications under W. Va. CSR § 148-1-4.6. This authority does not apply to instances where state law mandates receipt with the bid.

*Segra has read, understands, and will comply.*

**24. E-MAIL NOTIFICATION OF AWARD:** The Purchasing Division will attempt to provide bidders with e-mail notification of contract award when a solicitation that the bidder participated in has been awarded. For notification purposes, bidders must provide the Purchasing Division with a valid email address in the bid response. Bidders may also monitor wvOASIS or the Purchasing Division’s website to determine when a contract has been awarded.

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**GENERAL TERMS AND CONDITIONS:**

**1. CONTRACTUAL AGREEMENT:** Issuance of an Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance by the State of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid, or on the Contract if the Contract is not the result of a bid solicitation, signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.

*Segra has read, understands, and will comply.*

**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.

*Segra has read the Definitions, and understands.*

**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.

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**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 \_\_\_\_\_ and the initial contract term extends until \_\_\_\_\_.

**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 delivered to the Agency and then 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. Unless otherwise specified below, renewal of this Contract is limited to \_\_\_\_\_ successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed the total number of months available in all renewal years combined. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

**Alternate Renewal Term** – This contract may be renewed for \_\_\_\_\_ successive \_\_\_\_\_ year periods or shorter periods provided that they do not exceed the total number of months contained in all available renewals. Automatic renewal of this Contract is prohibited. Renewals must be approved by the Vendor, Agency, Purchasing Division and Attorney General's office (Attorney General approval is as to form only)

**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 60 days. Upon completion of the work covered by the preceding sentence, the vendor agrees that maintenance, monitoring, or warranty services will be provided for 5 year(s) thereafter.

Segra has read, understands, and will comply.

**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 \_\_\_\_\_

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**4. AUTHORITY TO PROCEED:** Vendor is authorized to begin performance of this contract on the date of encumbrance listed on the front page of the Award Document unless either the box for “Fixed Period Contract” or “Fixed Period Contract with Renewals” has been checked in Section 3 above. If either “Fixed Period Contract” or “Fixed Period Contract with Renewals” has been checked, Vendor must not begin work until it receives a separate notice to proceed from the State. The notice to proceed will then be incorporated into the Contract via change order to memorialize the official date that work commenced.

Segra has read, understands, and will comply.

**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/Award Document 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.

Segra has read, understands, and will comply.

**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 of 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.

Segra has read, understands, and will comply.

**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.

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**PERFORMANCE BOND:** The apparent successful Vendor shall provide a performance bond in the amount of 100% of the contract. The performance bond must be received by the Purchasing Division prior to Contract award.

**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. Notwithstanding the foregoing, West Virginia Code § 5-22-1 (d) mandates that a vendor provide a performance and labor/material payment bond for construction projects. Accordingly, substitutions for the performance and labor/material payment bonds for construction projects is not permitted.

**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.

**LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section of the General Terms and Conditions entitled Licensing, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits upon request and in a form acceptable to the State. The request may be prior to or after contract award at the State's sole discretion.

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

Segra has read, understands there are no requirements indicated for question 7. [Requirement Documents.](#)

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**8. INSURANCE:** The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below and must include the State as an additional insured on each policy prior to Contract award. The insurance coverages identified below must be maintained throughout the life of this contract. Thirty (30) days prior to the expiration of the insurance policies, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies, including but not limited to, policy cancelation, policy reduction, or change in insurers. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether that insurance requirement is listed in this section.

Vendor must maintain:

**Commercial General Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.

**Automobile Liability Insurance** in at least an amount of: \$1,000,000.00 per occurrence.

**Professional/Malpractice/Errors and Omission Insurance** in at least an amount of: \_\_\_\_\_ per occurrence. Notwithstanding the forgoing, Vendor's are not required to list the State as an additional insured for this type of policy.

**Commercial Crime and Third Party Fidelity Insurance** in an amount of: \_\_\_\_\_ per occurrence.

**Cyber Liability Insurance** in an amount of: \_\_\_\_\_ per occurrence.

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

**Pollution Insurance** in an amount of: \_\_\_\_\_ per occurrence.

**Aircraft Liability** in an amount of: \_\_\_\_\_ per occurrence.

Notwithstanding anything contained in this section to the contrary, the Director of the Purchasing Division reserves the right to waive the requirement that the State be named as an additional insured on one or more of the Vendor's insurance policies if the Director finds that doing so is in the State's best interest.

Segra has read, understands, and will comply upon award of the contract.



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**9. WORKERS' COMPENSATION INSURANCE:** 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.

Segra has read, understands, and will comply.

**10. [Reserved]**

**11. LIQUIDATED DAMAGES:** 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. Vendor shall pay liquidated damages in the amount specified below or as described in the specifications:

\_\_\_\_\_ for \_\_\_\_\_.

Liquidated Damages Contained in the Specifications.

Liquidated Damages Are Not Included in this Contract.

Segra has read, understands there are no requirements indicated for **11. Liquidated Damages**.

**12. 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.

Segra has read, understands, and will comply.

**13. 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. Notwithstanding the foregoing, Vendor must extend any publicly advertised sale price to the State and invoice at the lower of the contract price or the publicly advertised sale price.

Segra has read, understands, and will comply. Please refer to **Segra's Exhibit A- Pricing**, included in our response.

**14. PAYMENT IN ARREARS:** Payments for goods/services will be made in arrears only upon receipt of a proper invoice, detailing the goods/services provided or receipt of the goods/services, whichever is later. Notwithstanding the foregoing, payments for software maintenance, licenses, or subscriptions may be paid annually in advance.

Segra has read, understands, and will comply.

**15. PAYMENT METHODS:** Vendor must accept payment by electronic funds transfer and P-Card. (The State of West Virginia's Purchasing Card program, administered under contract by a banking institution, processes payment for goods and services through state designated credit cards.)

Segra has read, understands, and will comply.

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**16. 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.

*Segra has read, understands, and will comply.*

**17. 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, included in the Contract, 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.

*Segra has read, understands, and will comply.*

**18. 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. If that occurs, the State may notify the Vendor that an alternative source of funding has been obtained and thereby avoid the automatic termination. Non-appropriation or non-funding shall not be considered an event of default.

*Segra has read, understands, and will comply.*

**19. 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 § 148-1-5.2.b.

*Segra has read, understands, and will comply.*

**20. TIME:** Time is of the essence regarding all matters of time and performance in this Contract.

*Segra has read, understands, and will comply.*

**21. 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.

*Segra has read, understands, and will comply.*

**22. COMPLIANCE WITH LAWS:** 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.

*Segra has read, understands, and will comply.*

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**SUBCONTRACTOR COMPLIANCE:** Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to comply with all applicable laws, regulations, and ordinances. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

Segra has read, understands, and will comply.

**23. 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.

Segra has read, understands, and will comply.

**24. 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.

Segra has read, understands, and will comply.

**25. 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.

Segra has read, understands, and will comply.

**26. 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.

Segra has read, understands, and will comply.

**27. 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.

Segra has read, understands, and will comply.

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**28. 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.

Segra has read, understands, and will comply.

**29. 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.

Segra has read, understands, and will comply.

**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>.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

**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. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. 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.

Segra has read, understands, and will comply.

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**SUBCONTRACTOR COMPLIANCE:** Vendor shall notify all subcontractors providing commodities or services related to this Contract that as subcontractors, they too are required to be licensed, in good standing, and up-to-date on all state and local obligations as described in this section. Obligations related to political subdivisions may include, but are not limited to, business licensing, business and occupation taxes, inspection compliance, permitting, etc. Notification under this provision must occur prior to the performance of any work under the contract by the subcontractor.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

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.

Segra has read, understands, and will comply.

**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.

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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.

*Segra has read, understands, and will comply.*

**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.

*Segra has read, understands, and will comply.*

**37. PURCHASING AFFIDAVIT:** In accordance with West Virginia Code §§ 5A-3-10a and 5-22-1(i), the State is prohibited from awarding a contract to any bidder that owes a debt to the State or a political subdivision of the State, Vendors are required to sign, notarize, and submit the Purchasing Affidavit to the Purchasing Division affirming under oath that it is not in default on any monetary obligation owed to the state or a political subdivision of the state.

*Segra has read, understands, and will comply.*

**38. 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.

*Segra has read, understands, and will comply.*

**39. 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

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via email at [purchasing.division@wv.gov](mailto:purchasing.division@wv.gov).

Segra has read, understands there are no requirements for question 39. REPORTS.

**40. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, 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.

Segra has read, understands, and will comply.

**41. 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.
- c. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:
  1. 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
  2. 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.

Segra has read, understands, and will comply.

**42. 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

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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.

*Segra has read, understands, and will comply.*

**43. INTERESTED PARTY SUPPLEMENTAL DISCLOSURE:** W. Va. Code § 6D-1-2 requires that for contracts with an actual or estimated value of at least \$1 million, the vendor must submit to the Agency a supplemental disclosure of interested parties reflecting any new or differing interested parties to the contract, which were not included in the original pre-award interested party disclosure, within 30 days following the completion or termination of the contract. A copy of that form is included with this solicitation or can be obtained from the WV Ethics Commission. This requirement does not apply to publicly traded companies listed on a national or international stock exchange. A more detailed definition of interested parties can be obtained from the form referenced above.

*Segra has read, understands, and will comply.*

**44. PROHIBITION AGAINST USED OR REFURBISHED:** Unless expressly permitted in the solicitation published by the State, Vendor must provide new, unused commodities, and is prohibited from supplying used or refurbished commodities, in fulfilling its responsibilities under this Contract.

*Segra has read, understands, and will comply.*



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1Gb Data Circuit Service

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**45. VOID CONTRACT CLAUSES** – This Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.

Segra has read, understands, and will comply.

**REQUEST FOR QUOTATION  
1Gb Data Circuit Service**

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**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.

Greg Florence

\_\_\_\_\_  
(Name, Title)

Government Account Executive II

\_\_\_\_\_  
(Printed Name and Title)

1200 Greenbrier Street, Charleston, WV 25311

\_\_\_\_\_  
(Address)

Office: (304) 414-041; Mobile: (304) 421-4233

\_\_\_\_\_  
(Phone Number) / (Fax Number)

greg.florence@segra.com

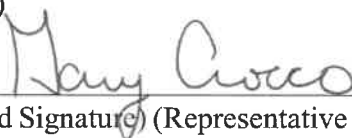
\_\_\_\_\_  
(email address)

**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.

*By signing below, I further certify that I understand this Contract is subject to the provisions of West Virginia Code § 5A-3-62, which automatically voids certain contract clauses that violate State law.*

Lumos Networks, Inc. d/b/a Segra

\_\_\_\_\_  
(Company)



\_\_\_\_\_  
(Authorized Signature) (Representative Name, Title)

Gary Crocco, Director of Sales

\_\_\_\_\_  
(Printed Name and Title of Authorized Representative)

9/24/21

\_\_\_\_\_  
(Date)

Office: (804) 297-3423; Mobile: (804) 874-4105

Revised 07/01/2021

REQUEST FOR QUOTATION  
**1Gb Data Circuit Service**

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(Phone Number) (Fax Number)

REQUEST FOR QUOTATION  
1Gb Data Circuit Service

ADDENDUM ACKNOWLEDGEMENT FORM

SOLICITATION NO.: CRFQ 0702 TAX2200000003

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:

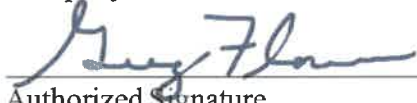
*(Check the box next to each addendum received)*

- |  |  |
|--|--|
| <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.

Lumos Networks, Inc. d/b/a Segra

Company



Authorized Signature

10/12/21

Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.

REQUEST FOR QUOTATION  
1Gb Data Circuit Service

---

**SPECIFICATIONS**

**1. PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids on behalf of the Tax Division to establish a contract for a 1Gb full duplex data circuit. One end of the circuit shall terminate at the Revenue Center, 1001 Lee Street E., Charleston WV and the other end shall terminate at Building 6, West Virginia Capitol Complex, Charleston WV. Segra has read, understands, and will comply.

**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 1GB data circuit service as more fully described in these specifications.

**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.

Segra has read, understands, and will comply.

**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 properly licensed and registered to do business in and with the State of West Virginia.

Segra's State of West Virginia SCC Identification Number is **221893**, and is filed under Lumos Networks of West Virginia Inc. d/b/a Segra.

Under both the West Virginia Code and the Code of State Regulations, a public utility company like Segra operating entities in WV that are regulated by the Public Service Commission, are expressly exempt from the requirement that it obtain a contractor’s license in the State of West Virginia for work being performed to serve customers in its capacity as a public utility company.

**4. MANDATORY REQUIREMENTS:**

Segra holds the contract and is the currently provider of this circuit and meets the requirements as outlined in the entirety of **Section 4 Mandatory Requirements**.

**4.1 Mandatory Contract Services Requirements and Deliverables:** Contract Services must meet or exceed the mandatory requirements listed below.

**4.1.1 1GB Full Duplex Data Circuit**

**4.1.1.1** Vendor will provide, install, and maintain one (1) 1GB full duplex data circuit. Circuit termination equipment remains the property of the Vendor, and must be fully maintained by the Vendor.

REQUEST FOR QUOTATION  
1Gb Data Circuit Service

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- 4.1.1.2 One end of the circuit shall terminate at the Revenue Center, 1001 Lee Street E., Charleston WV and the other end shall terminate at Building 6, West Virginia Capitol Complex, Charleston WV.
- 4.1.1.3 The installed circuit shall be capable of allowing multiple VLAN's to be established across the circuit. The vendor shall either provide a block of 16 VLAN numbers that can be used or provide "dot1q-in-q" service. If the Vendor chooses to provide the "dot1q-in-q" service, the VLAN methodology/information must be made available to WVOT by the successful vendor within two (2) business days after the request has been made.
- 4.1.1.4 The customer interface at each end of each circuit shall be an Ethernet CAT-F/RJ-45 jack. Wireless technologies or other methods are not acceptable as the only interfaces accepted are "hard-wired" solutions.
- 4.1.1.5 An Uninterruptible power supply (UPS) must be provided by Vendor for their equipment and must be able to accommodate the equipment for a minimum of one hour in the event of a power line failure. The Vendor will be responsible to provide an adequate number of UPS' for their equipment at each location.
- 4.1.1.6 The circuit shall be up and available for use twenty-four (24) hours per day, seven (7) days per week, 365 days of the year. Maintenance support shall also be provided twenty-four (24) hours per days, seven (7) days per week, 365 days of the year. **All maintenance costs shall be included in the monthly reoccurring fee.** The Vendor will be responsible for maintaining the entire circuit from each termination point.
- 4.1.1.7 All non-remedial maintenance shall be performed outside of normal business hours (Monday through Friday, 7:00AM through 5:00PM). Vendor shall notify WVOT Help Desk 304-558-9966 and the designated Tax representative of any planned maintenance or outage at least two (2) business days in advance.

In the event that the circuit is down for any reason, it will be the responsibility of the Vendor to notify WVOT's Help Desk within 30 minutes of the circuit being down. WVOT's Help Desk is a 24x7 Help Desk and can be reached at 304-558-9966.

REQUEST FOR QUOTATION  
1Gb Data Circuit Service

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- 4.1.1.8** When any problem or outage with a circuit is reported, the Vendor shall respond to the report by telephone within one (1) hour of receipt. If the problem remains unresolved two (2) hours after the original report of the problem, the Vendor shall have a qualified technician on site at one or both locations. If the problem remains unresolved three (3) hours after the original report of the problem, the Vendor must take corrective actions to resolve the issue, which may include replacement of the equipment or fiber facilities. The equipment is owned by the Vendor and no additional costs may be passed on to the Tax Division for replacement of equipment or fiber.
- 4.1.1.9** In the event an outage or problem is not resolved within four (4) hours, the Vendor shall credit the Tax Division 10% of the monthly service fee for each business day that the problem or outage exists. In the event that an outage or problem is not resolved within five (5) business days, the Tax Division, at their sole discretion, may terminate the contract and have no further obligations under the agreement.
- 4.1.1.10** The Vendor shall specify a phone number and other appropriate contact information where problems or outages may be reported. The Vendor shall note the time of report and assign a reference number and provide the information to the caller reporting the problem. The Vendor shall also provide an escalation list. This list/information must be provided within fifteen (15) business days of being awarded the contract.
- 4.1.1.11** The circuit must be installed and operational within sixty (60) calendar days after receipt of notice to proceed. If the circuit is not operational at the end of the sixty day period, the Vendor will be charged \$100 per calendar day until the circuit is operational. Once the circuit is operational, it should be available for testing for a two-week period. Any issues arising with the circuit during testing must be resolved by the Vendor according to the service terms listed in this solicitation. Billing for the circuit may commence after the testing period.

REQUEST FOR QUOTATION  
1Gb Data Circuit Service

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**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.

Segra has read, understands, and will comply.

**5.2 Pricing Page:** Vendor should complete the Pricing Page by providing the cost for one time installation, the individual monthly cost (and extended twelve month cost), and the overall total 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.

Segra has read, understands, and will comply. Please refer to **Segra's Exhibit A – Pricing**, included in our response.

**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.

Segra has read, understands, and will comply.

**7. PAYMENT:** Agency shall pay one time installation cost and the flat monthly rate as shown on the Pricing Page, 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.

Segra has read, understands, and will comply.

**7.1. Agency prefers to make payment via credit card and vendor may not charge additional fees such as credit card processing fees.**

Segra has read, understands, and will comply.

**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.

Segra has read, understands, and will comply.

**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:

Revised 12/12/2017



REQUEST FOR QUOTATION  
**1Gb Data Circuit Service**

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- 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.

Segra has read, understands, and will comply.

**10. VENDOR DEFAULT:**

10.1. The following shall be considered a vendor default under this Contract.

- 10.1.1. Failure to perform Contract Services in accordance with the requirements contained herein.
- 10.1.2. Failure to comply with other specifications and requirements contained herein.
- 10.1.3. Failure to comply with any laws, rules, and ordinances applicable to the Contract Services provided under this Contract.
- 10.1.4. Failure to remedy deficient performance upon request.

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

- 10.2.1. Immediate cancellation of the Contract.
- 10.2.2. Immediate cancellation of one or more release orders issued under this Contract.
- 10.2.3. Any other remedies available in law or equity.

Segra has read, understands, and will comply.

**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:** Greg Florence  
**Telephone Number:** (304) 421-4233  
**Fax Number:** \_\_\_\_\_  
**Email Address:** greg.florence@segra.com

Addendum 1



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

State of West Virginia  
 Centralized Request for Quote  
 Service - Misc

<b>Proc Folder:</b> 933118			<b>Reason for Modification:</b> Addendum #1 issued to extend bid due date until 10/06/2021
<b>Doc Description:</b> Install and maintain 1 Gbps full duplex data circuit			
<b>Proc Type:</b> Central Contract - Fixed Amt			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2021-09-27	2021-10-06 13:30	CRFQ 0702 TAX2200000003	2

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** Segra  
**Address :** 1200  
**Street :** Greenbrier St.  
**City :** Charleston  
**State :** WV **Country :** USA **Zip :** 25311  
**Principal Contact :** Greg Florence  
**Vendor Contact Phone:** 304-414-0411 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**  
 Joseph E Hager III  
 (304) 558-2306  
 joseph.e.hageriii@wv.gov

**Vendor Signature X**  **FEIN#** 84-1452950 **DATE** 10/28/2021

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 Tax Division to establish a contract for a 1Gb full duplex data circuit. One end of the circuit shall terminate at the Revenue Center, 1001 Lee Street E., Charleston WV and the other end shall terminate at Building 6, West Virginia Capitol Complex, Charleston WV per the attached specifications and terms and conditions..

**INVOICE TO**

TAX DIVISION OF  
PO BOX 11748

CHARLESTON WV  
US

**SHIP TO**

TAX DIVISION OF  
REVENUE CENTER  
1001 LEE ST E, STE 1  
CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Installation and maintain 1 Gbps full duplex data circuit	1.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Install and maintain 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

**INVOICE TO**

TAX DIVISION OF  
PO BOX 11748

CHARLESTON WV  
US

**SHIP TO**

TAX DIVISION OF  
REVENUE CENTER  
1001 LEE ST E, STE 1  
CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Monthly Service Fee	12.00000	EA		

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Monthly service fee of 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
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SOLICITATION NUMBER: CRFQ 0702 TAX2200000003

Addendum Number: No.01

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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. To extend bid due date until 10/6/2021.

**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

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ TAX22\*03**

**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.

Segra

Company



Authorized Signature

10/12/2021

Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.

Revised 6/8/2012

Addendum 2





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

State of West Virginia  
 Centralized Request for Quote  
 Service - Misc

<b>Proc Folder:</b> 933118		<b>Reason for Modification:</b>	
<b>Doc Description:</b> Install and maintain 1 Gbps full duplex data circuit		Addendum #2 issued to publish agency responses to all vendor submitted questions and extend bid due date.	
<b>Proc Type:</b> Central Contract - Fixed Amt			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2021-10-04	2021-10-12 13:30	CRFQ 0702 TAX2200000003	3

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** Segra

**Address :** 1200

**Street :** Greenbrier St.

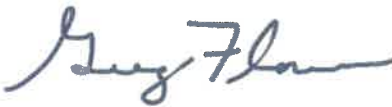
**City :** Charleston

**State :** WV **Country :** USA **Zip :** 25311

**Principal Contact :** Greg Florence

**Vendor Contact Phone:** 304-414-0411 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**  
 Joseph E Hager III  
 (304) 558-2306  
 joseph.e.hageriii@wv.gov

**Vendor Signature X**  **FEIN#** 84-1452950 **DATE** 10/12/2021

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 Tax Division to establish a contract for a 1Gb full duplex data circuit. One end of the circuit shall terminate at the Revenue Center, 1001 Lee Street E., Charleston WV and the other end shall terminate at Building 6, West Virginia Capitol Complex, Charleston WV per the attached specifications and terms and conditions..

**INVOICE TO**

TAX DIVISION OF  
PO BOX 11748

CHARLESTON WV  
US

**SHIP TO**

TAX DIVISION OF  
REVENUE CENTER  
1001 LEE ST E, STE 1

CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Installation and maintain 1 Gbps full duplex data circuit	1.00000	EA	See cost response	

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Install and maintain 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

**INVOICE TO**

TAX DIVISION OF  
PO BOX 11748

CHARLESTON WV  
US

**SHIP TO**

TAX DIVISION OF  
REVENUE CENTER  
1001 LEE ST E, STE 1

CHARLESTON WV  
US

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Monthly Service Fee	12.00000	EA	See cost response	

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Monthly service fee of 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
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**SOLICITATION NUMBER:** CRFQ 0702 TAX2200000003

**Addendum Number:**

No.02

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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. To publish agency responses to all vendor submitted questions
2. Extend bid due until 10/12/2021 @ 1:30 PM ET

**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

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ TAX22\*03**

**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  |
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| <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.

Segra

Company



Authorized Signature

10/12/2021

Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.

Revised 6/8/2012

**RFI: Questions from vendors for CRFQ TAX22\*03 1 GBPS Full Duplex Data Circuit**

**Q.1.** Can the pricing page be included as part of our printed response, using the hand delivery method, or does it need to be uploaded into the WV Oasis portal? In the RFQ it sounds as though the only way to deliver the pricing page is via Oasis or an electronic document.

**A. Yes**

**Q.2.** When will the Q&A addendum with answers be posted or sent out to vendors?

**A. As soon as they are available.**

**Q.3.** We do not see any mention of QoS for this circuit. There are options from best effort up through real-time voice & data. What are you looking for here?

**A. The service provider's network must support a minimum of three classes at all interfaces. This is to ensure that the enterprise need not modify or rework its policy to map to the SP policy needlessly or carry the classes within its own classes transparently. These classes must include a real-time class using LLQ, a high-priority data class with CBWFQ's "minimum bandwidth," and a best-effort class.**

**Q.4.** Will new vertical conduit pathway need to be established for the new circuit or can existing pathways be used?

**A. If a service provider has a preexisting pathway it may be reused, otherwise one would need to be established.**

**Q.5.** Is there a clear pathway for new circuit into Building 6 termination point? Room in existing conduits or will new need to be established? Or will you provide a n LOA and port assignment in the 3<sup>rd</sup> party vendor room to establish the cross connect to?

**A. If a service provider has a preexisting pathway it may be reused, otherwise one would need to be established.**

**Q.6.** Will a new rack be needed in Building 6?

**A. If a service provider has a preexisting rack with available space it may be reused, otherwise one would need to be established.**

Exhibit A- Pricing Page

Please refer to Segra's Pricing Proposal for Exhibit A- Pricing Page



Segra Purchasing Affidavit



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: Lumos Networks, LLC dba Segra

Authorized Signature: [Signature]

Date: 9/20/21

State of West Virginia

County of Kanawha, to-wit:

Taken, subscribed, and sworn to before me this 20<sup>th</sup> day of September, 2021.

My Commission expires November 14, 2021.

AFFIX SEAL HERE



NOTARY PUBLIC

[Signature]  
Purchasing Affidavit (Revised 01/19/2018)

## Ethernet Layer 2

Today more than ever, business is about connectivity with customers, partners, the Internet, and more, which starts with bringing your own sites together, so you can align your organization and harness its power to achieve goals. You need to link individual LANs across the city, state, and region to create a corporate network that supports your business applications and reaches the Internet – all with the ability to add more locations and increase bandwidth seamlessly.

Segra Ethernet provides the configuration flexibility to join sites, the bandwidth scalability to feed applications, the access to reach the Internet and private VPNs at business speeds, and the service resiliency to keep your network running. In addition, Segra Ethernet service is MEF Certified so it inter-operates smoothly with the existing networks at your sites. Segra Ethernet is ideal for enterprises that need to connect sites with a versatile, scalable, carrier-class network fabric. Our premium fiber network reaches major markets in the Mid-Atlantic, as well as outlying areas in the region not typically served by other providers.

### **FLEXIBILITY**

Segra Ethernet service supports point-to-point and multi-point topologies to connect sites in the manner that best suits your application needs.

### **RESILIENCY**

Segra Ethernet includes resiliency mechanisms to ensure traffic delivery, as well as end-to-end Quality of Service (QoS) options for traffic prioritization across the Segra network path.

### **COST-EFFICIENCY**

With Segra Ethernet, you pay only for the bandwidth you need, and you can increase bandwidth without expensive equipment upgrades.

### **STANDARDS COMPLIANT**

Segra Ethernet is MEF Certified to ensure that the service inter-operates smoothly with your existing networks.

### **FEATURES**

- Topologies – E-Line, E-LAN, E-Tree, or E-Access
- MEF Certification – for all topologies
- QoS – Six tier, end-to-end model
- Access – Type 1 (on-net) and Type 2 (off-net)
- Ports – 10 Mbps, 100 Mbps, 1 Gbps, and 10 Gbps
- Speeds – Select speeds from 3 Mbps to 10 Gbps
- SLAs – Carrier-class for service availability

### **SCALABILITY**

Segra Ethernet offers a range of speeds that easily accommodate your network growth.

# We believe service doesn't end with sales.

Once you sign the proposal, that's when our customer service really kicks in. In fact, we've re-engineered our entire company operations to put you – our customer – at the very center of what we do. We listen, we show respect, and we make every conversation count.

IMPLEMENTATION



# Guide to Successful Implementation

Thank you for doing business with Segra. Here is a simple guide to ensure your service installation is smooth and successful. You are one of the four key players involved in ensuring successful implementation of your Segra services.

The other key players are:

- Your Segra Project Coordinator
- The vendors who maintain your telephone system and computer network
- Segra Network Partners

The following steps must be completed before we can enter your order and provide you with a due date:

1. Segra must have complete and accurate information for your order to be entered into our systems.
  2. Based on the services ordered, a Segra Engineer may call you (and, if applicable your phone/data equipment vendor) to collect the technical specifications and physical site requirements to support the services ordered. Please be ready to provide the information to the Segra Engineer and ensure it is complete and accurate.
- \* Delays in obtaining complete and accurate information may delay the delivery of your service.

Once we have received your information, your Project Coordinator will work with you throughout the service delivery process. Following these steps your P.C. will:

1. Contact you to discuss a Target Due Date for the activation of your service.
2. Provide you with a Firm Order Commitment (FOC).
3. Contact you to finalize the date your services will be installed.
4. Before your scheduled installation date, you will be contacted to ensure you are prepared for the delivery of your service.
5. The following items must be available prior to your service delivery date:
  - a. Please make sure your installation site has adequate space and power.
  - b. Provide building access to your premises for Segra or our network partner to install your services.
  - c. A cable run may be required from the Segra router (if applicable) to your network hub. If so, please ensure that this is provided and that your computers are networked.
  - d. Please ensure you or your vendors are available on your service delivery date to perform testing with Segra.

Delays in the items above may result in additional charges and could delay your service delivery date. Your Project Coordinator will interact with all key players to make your service delivery date a success.

THANK YOU FOR CHOOSING SEGRA!

# Implementation Specifics

Once an Agreement is in place, an external kickoff call will be completed by the account team, customer and project team to discuss services purchased. The agenda will include face-to-face introductions to key contacts of the Project Management team and a review of the below project outline that spells out the process from contract execution to post-cut follow ups.

## 1. Data Gathering Stage

- a. Pull Customer Service Record
  - i. Acquire Customer Service Record from current LEC, compile number inventory and identify respective location BTN, 1FB Copper Lines, Toll-Free Routing/Ring-To, etc.
- b. Vendor Contact Info and Introductions
  - i. Gather voice and data vendor contact info / POC for each customer premise
  - ii. Voice Configuration – PRI Protocol / DNIS digits / Channel Type / Digits Out=Pulsed / Caller ID and CNAM Control
  - iii. Data Configuration – MPLS WAN and LAN topology and addressing / Firewall Configuration and policies/DHCP requirements / LAN Servers requiring Public IP Addressing / DNS / etc.
- c. WAN mapping and design – meeting or conference call with Segra Engineer(s) to review Segra Network Design and establish Network Drawing for Implementation
- d. Billing/Account Set-Up – Account Executive and Customer review Group Billing Form, Customer Proprietary Network Information Authorized Contact(s) Form, Billing Address and Contact, etc.

## 2. Submit Service Order Change

- a. Credit Approval – Submitted and Approved by Segra Accounting Chair, Luci Mackie
- b. Group Billing / Account Detail – per customer specifics and paperwork, list sub-account titles and address(s)
- c. Customer Premise Site Survey – Segra Engineer or Local Market Install Technician to visit each site to confirm rackspace/backboard availability, document DEMARC extensions needed for service, confirm A/C power availability
- d. Initiate Service Orders – Account Executive and Sales Engineer to submit voice and data orders to Segra Order Entry team, key SO#s within Work Flow System
- e. Project Assignment and Contact

## 3. Status Updates & Milestones - What to Expect

- a. Bi-weekly status calls with Project Coordinator – Beginning 15 Days after submittal of final Service Orders (estimated 30 business days after contract award)
- b. Customer Project Package – working document with a compiled list of Service Orders, Dependencies, FOC, Contacts, Scope of Work and Milestone Dates
- c. Milestones – Reviewed via status calls / conference bridge including Firm Order Confirmation (FOC) and updates on circuit construction, DOT and City/County Permits (relevant to fiber or ethernet circuits), Copper 1FB FOC, Port Order FOC (from current LEC)

# Implementation Specifics

## 4. Pre-Conversion Stage

- a. Circuit Delivery by Segra or LEC (fiber and copper circuits) – day of week and window of time provided by Segra, requiring only access to customer DEMARC
- b. Test and Turn-Up of Circuit – Segra or LEC confirms delivery of circuit/transport, tests circuit for MINIMUM of 48-72 hours to prove reliability, transport speed, build into MPLS core routing
- c. Pre-Install of Segra Equipment – Scheduled per customer availability, local Segra to each market/SCLS location to pre-install Segra voice CPE, MPLS router, locate new 1FB copper lines. This stage is NON-service affecting.

## 5. Conversion

- a. Local Segra tech(s) assigned to each location with assignment from applicable customer contact and/or Voice/Data Vendors
- b. Phased Cut Approach versus Single Cut Approach
  - \* Segra Project Management team and Customer / Customer Vendors will discuss and agree upon best practice for implementation of Voice / Data transitions and scheduling (i.e. cut MPLS network all sites one day, followed by voice cut the next day OR phased site-by-site implementation)
  - \*\*Estimated installation window is 90-120 calendar days from receipt of contract\award, can be adjusted/expedited per customer request

## 6. Post-Conversion Stage

- a. Account Executive to schedule meeting with customer primary contact and customer primary billing contact to review first Segra invoice cycle, confirm accuracy and invoice delivery method is satisfactory (i.e. PO Box, Via Email - PDF)
- b. Account Executive to provide customer with hard copy of Segra escalation list for following departments: Customer Care and Order Entry, Billing Operations, Network Operations Center)

### STRATEGIC ACCOUNT TEAM MEMBERS

<b>Gregory Florence</b>	GOVERNMENT ACCOUNT EXECUTIVE II	(304) 414-0411 Greg.Florence@segra.com
<b>David Jones</b>	NOC ANALYST II	(540) 941-4800 David.A.Jones@segra.com
<b>Jim Mundy</b>	MGR - SALES ENGINEERING	(804) 297-3052 Jim.Mundy@segra.com
<b>Gary Crocco</b>	DIRECTOR - GOVERNMENT SALES	(804) 874-4105 Gary.Crocco@segra.com
<b>Chris Shipman</b>	VP - ENTERPRISE SALES	(804) 297-3421 Christopher.Shipman@segra.com

# Ready to maximize your potential?

Communications is the lifeline of all businesses and organizations today. We're here to help you manage your challenges and capitalize on your opportunities.



SUPPORT

# Segra Escalation Contacts and Contact Information

Customer Service is a key element to all successful companies. Segra is no exception. As we continue to grow, Segra's ability to differentiate its products and services by our customer service is absolutely critical. It is with this focus that we created Segra's Customer Solution Center (CSC).

The CSC is Segra's tier one customer support group responsible for handling and triaging all incoming requests. The solution center is intended to be the first stop to solve our customer's issues with just one call. The CSC is supported by the CNOC, NOC and Billing operations to handle all troubles that require escalation or tier two support.

Our CSC is here to actively listen to your needs and/or concerns whether it concern the management of your voice services, billing inquiries or troubles. Please give us the opportunity to serve you.

## CUSTOMER SOLUTIONS CENTER ESCALATION LIST

<b>TECHNICAL/ CUSTOMER</b>	1 <sup>st</sup> Level	On-Duty Support Analyst	833.467.3472 customer@segra.com
	2 <sup>nd</sup> Level	Cheryl Morlan Technical CSC Manager	803.466.3467 cheryl.morlan@segra.com
	3 <sup>rd</sup> Level	Tim Tyler Director, CSC	O: 843.513.1115 C: 843.442.8883 tim.tyler@segra.com
	4 <sup>th</sup> Level	Nicole Price Sr. Director, Customer Service	O: 726.8302 C: 803.417.8856 nicole.price@segra.com
<b>BILLING</b>	1 <sup>st</sup> Level	On-Duty Support Analyst	833.467.3472 billingsupport@segra.com
	2 <sup>nd</sup> Level	Teresa Bright Manager, BCSC	O: 540.946.6900 C: 540.490.9979 teresa.bright@segra.com
	3 <sup>rd</sup> Level	Tim Tyler Director, CSC	O: 843.513.1115 C: 843.442.8883 tim.tyler@segra.com
	4 <sup>th</sup> Level	Nicole Price Sr. Director, Customer Service	O: 726.8302 C: 803.417.8856 nicole.price@segra.com



# Support

## SERVICE DELIVERY ESCALATION LIST

1 <sup>st</sup> Level	Assigned Customer Implementation Advocate	
2 <sup>nd</sup> Level	Manager Customer Implementation Advocate	servicedeliveryescalations@segra.com
3 <sup>rd</sup> Level	Cheryl Thibodeaux Director, Customer Implementation Advocate	O: 803.995.8555 C: 803.587.0646 cheryl.thibodeaux@segra.com
4 <sup>th</sup> Level	Dan Watts VP, Product Mgt. & Business Development	O: 803.888.3106 C: 803.230.7341 dan.watts@segra.com

## ENTERPRISE REPAIR ESCALATION LIST (CNOC)

MONDAY - FRIDAY		
1 <sup>st</sup> Level	On-Duty Technical Support Analyst	1.833.467.3472 (option 2)
2 <sup>nd</sup> Level	On-Duty (7 a.m.- 12 a.m.) Enterprise Repair Escalations Manager	800.304.1498
3 <sup>rd</sup> Level	Andrea Redfern Sr. Manager, Voice	800.304.0320 andrea.redfern@segra.com
3 <sup>rd</sup> Level	Jai Robertson Sr. Manager, Data	888.696.0713 jai.robertson@segra.com
3 <sup>rd</sup> Level	Scott Dunham Sr. Manager, Elite	844.733.4318 scott.dunham@segra.com
4 <sup>th</sup> Level	Gaudy Jandron Sr. Director	888.696.0408 gaudy.jandron@segra.com
5 <sup>th</sup> Level	Dan Watts VP, Customer Operations	803.230.7341 dan.watts@segra.com
SATURDAY - SUNDAY		
1 <sup>st</sup> Level	On-Duty Technical Support Analyst	1.833.467.3472 (option 2)
2 <sup>nd</sup> Level	On-Duty Sr. Manager, Enterprise Repair	888.738.6873
3 <sup>rd</sup> Level	Gaudy Jandron Sr. Director	888.696.0408 gaudy.jandron@segra.com
4 <sup>th</sup> Level	Dan Watts VP, Customer Operations	803.230.7341 dan.watts@segra.com

**SEGRA<sup>SM</sup>**

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# Cost Proposal



Freedom  
to grow.

Whatever your business dreams,  
we're building the network to get you there.

**SEGRA**<sup>SM</sup>

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BUSINESS  
PROPOSAL FOR:

West Virginia State Tax Department

10/12/2021

CRFQ 0702 TAX2200000003

Description: Install and maintain 1 Gbps full duplex data circuit

PREPARED BY:

Gregory Florence

**Government Account Executive**

Greg.Florence@segra.com (304) 414-0411



**SEGRA**<sup>SM</sup>

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Cover Page



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

State of West Virginia  
 Centralized Request for Quote  
 Service - Misc

<b>Proc Folder:</b> 933118			<b>Reason for Modification:</b> Addendum #2 issued to publish agency responses to all vendor submitted questions and extend bid due date.
<b>Doc Description:</b> Install and maintain 1 Gbps full duplex data circuit			
<b>Proc Type:</b> Central Contract - Fixed Amt			
<b>Date Issued</b>	<b>Solicitation Closes</b>	<b>Solicitation No</b>	<b>Version</b>
2021-10-04	2021-10-12 13:30	CRFQ 0702 TAX2200000003	3

**BID RECEIVING LOCATION**

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

**VENDOR**

**Vendor Customer Code:**

**Vendor Name :** Segra

**Address :** 1200

**Street :** Greenbrier St.

**City :** Charleston

**State :** WV **Country :** USA **Zip :** 25311

**Principal Contact :** Greg Florence

**Vendor Contact Phone:** 304-414-0411 **Extension:**

**FOR INFORMATION CONTACT THE BUYER**  
 Joseph E Hager III  
 (304) 558-2306  
 joseph.e.hageriii@wv.gov

**Vendor Signature X**  **FEIN#** 84-1452950 **DATE** 10/12/2021

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 Tax Division to establish a contract for a 1Gb full duplex data circuit. One end of the circuit shall terminate at the Revenue Center, 1001 Lee Street E., Charleston WV and the other end shall terminate at Building 6, West Virginia Capitol Complex, Charleston WV per the attached specifications and terms and conditions..

INVOICE TO		SHIP TO	
TAX DIVISION OF PO BOX 11748		TAX DIVISION OF REVENUE CENTER	
CHARLESTON	WV	1001 LEE ST E, STE 1 CHARLESTON	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Installation and maintain 1 Gbps full duplex data circuit	1.00000	EA	\$0.00	\$0.00

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Install and maintain 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

INVOICE TO		SHIP TO	
TAX DIVISION OF PO BOX 11748		TAX DIVISION OF REVENUE CENTER	
CHARLESTON	WV	1001 LEE ST E, STE 1 CHARLESTON	WV
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
2	Monthly Service Fee	12.00000	EA	\$975.00	\$11,700.00

Comm Code	Manufacturer	Specification	Model #
81112000			

**Extended Description:**

Monthly service fee of 1 Gbps full duplex data circuit. One end of the circuit shall terminate at the Revenue Center 1001 Lee Street. The other end of the circuit shall terminate at Building 6, Capitol Complex.

**SCHEDULE OF EVENTS**

Line	Event	Event Date
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Exhibit A- Pricing Page

**REQUEST FOR QUOTATION  
1Gb Data Circuit Service**

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**EXHIBIT A  
Pricing Page**

**1Gb Data Circuit**

	<b>One Time Installation Fee</b>
<b>From</b>	
<b>Tax Division 1001 Lee Street E. Charleston WV</b>	
<b>To</b>	
<b>West Virginia Capitol Complex Building 6 Charleston WV</b>	
<b>Installation Fee</b>	\$ <u>0.00</u>

<b>Fee</b>	<b>Individual Monthly Cost</b>	<b>Multiply by</b>	<b>Extended Cost</b>
<b>Monthly Service</b>	\$ 975.00	<b>12 months</b>	\$ 11,700.00

**Overall Total Cost** \$ 11,700.00  
**(Add installation fee and extended cost to get total)**

**SEGRA<sup>SM</sup>**

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